

SAN FRANCISCO PUBLIC LIBRARY



3 1223 05864 0278

SAN FRANCISCO PUBLIC LIBRARY



3 1223 05864 0286

SAN FRANCISCO PUBLIC LIBRARY



3 1223 05864 0294

5th

CLOSED
STACKS



San Francisco Public Library

**GOVERNMENT INFORMATION CENTER
SAN FRANCISCO PUBLIC LIBRARY**

REFERENCE BOOK

Not to be taken from the Library



Digitized by the Internet Archive
in 2012 with funding from
California State Library Califa/LSTA Grant



AG - 0150
A 51 89.7
A 58 - 5740

SAN FRANCISCO BOARD OF SUPERVISORS

CITY SERVICES COMMITTEE

This Committee issued a "Calendar" for each meeting, which constituted the Agenda for the meeting. The Calendar had a blank line at the end of each agenda item for "Action".

The decisions taken at the meeting on each Calendar item were entered on the "Action" lines of the Calendar. The Calendar was then referred to as the "Action Calendar" or "Marked Calendar", and constituted the Minutes for the meeting.

Note that the Agendas and the Minutes are both captioned "Calendar". They differ in that the Minutes describe the action taken on each Calendar item.

This volume includes the available Minutes of this Committee's meetings. The Agenda is included only if the Minutes are missing.

The Budget Analyst prepared memoranda for many of this Committee's meetings. The memo for each meeting is inserted in this volume *in front of* the Minutes for that meeting. If the Minutes of a meeting are missing, the Budget Analyst memo is inserted *after* the Agenda for that meeting.

3 1223 05864 0278

3 1223 05864 0286

3 1223 05864 0294

CITY AND COUNTY



OF SAN FRANCISCO

DOCUMENTS DEPT.

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

MAR 6 1990

SAN FRANCISCO
PUBLIC LIBRARY

March 1, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: March 6, 1990 City Services Committee Meeting

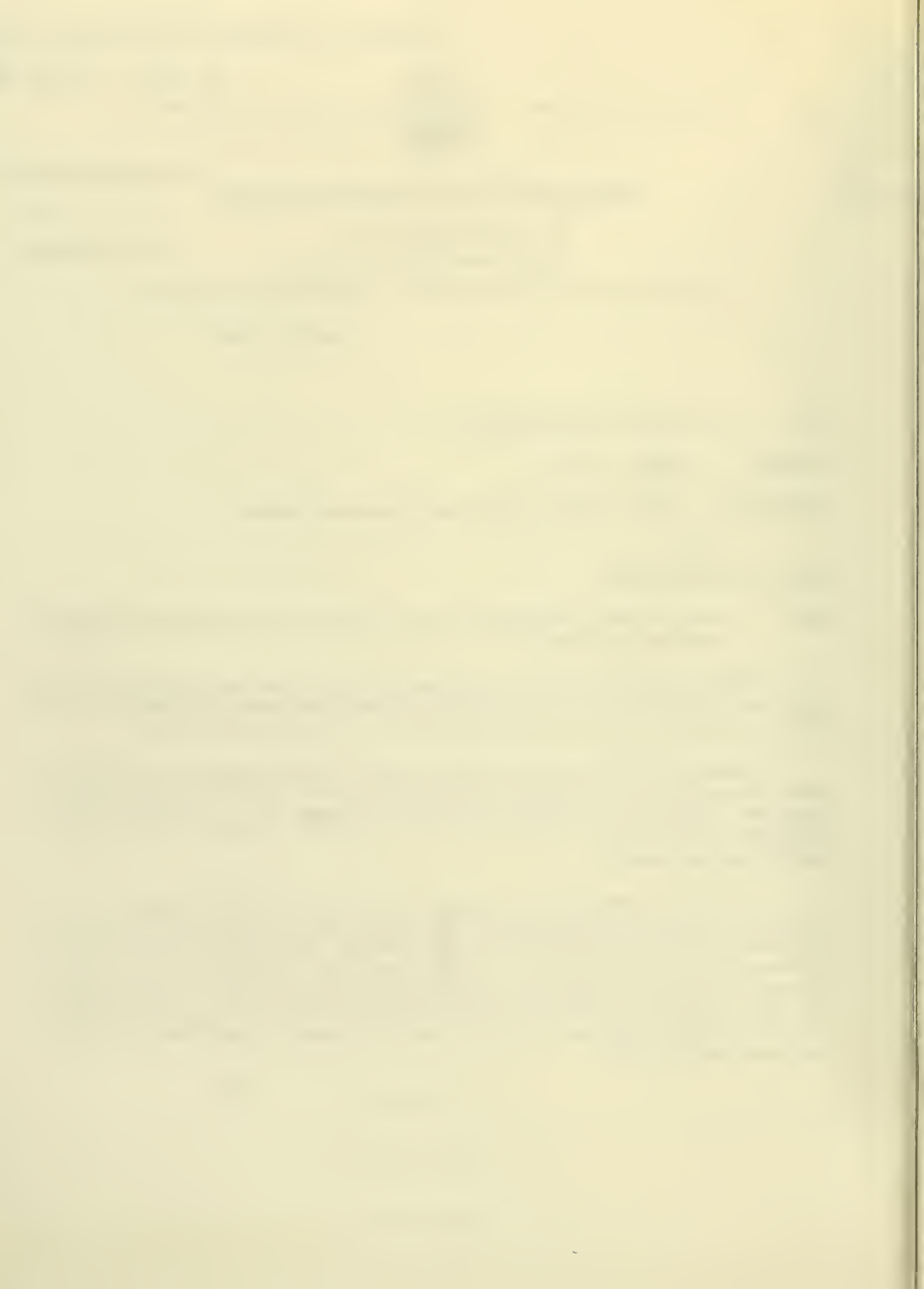
Item 1 - File 108-90-1

Note: This item was transferred from the Public Works Committee to the City Services Committee.

1. The proposed resolution would approve the terms and conditions of the agreement between the City, acting by and through the Board of Supervisors, and ARC/AIDS Vigil for the use and occupancy of the United Nations Plaza.

2. Section 2.74 of the City's Administrative Code provides that the Board of Supervisors shall issue permits for the use of the United Nations Plaza (other than for activities that are recreational in nature or are primarily First Amendment activities, in which case the permits are issued by the Recreation and Parks Department).

3. Under the terms of the proposed agreement, ARC/AIDS Vigil would have the right to the use and occupancy of that portion of United Nations Plaza known as North-West Grass Island, 50 United Nations Plaza, Eastern Boundry. The approximate area of this space is 1,990 square feet. ARC/AIDS Vigil would be allowed to have a kitchen tent, five 4-person residential tents, two storage closets, one display board, two desks and one literature rack in the occupied space. ARC/AIDS Vigil would have use of the space in United Nations Plaza 24 hours a day, seven days a week.



4. The proposed resolution would approve an agreement between the City, acting by and through the Board of Supervisors, and ARC/AIDS Vigil for a six-month period commencing from the day the agreement is signed by the Clerk of the Board of Supervisors. ARC/AIDS Vigil would receive an additional six-month extension upon request if the proposed agreement has not been terminated by the City because of the failure of ARC/AIDS Vigil to comply with the provisions of this agreement.

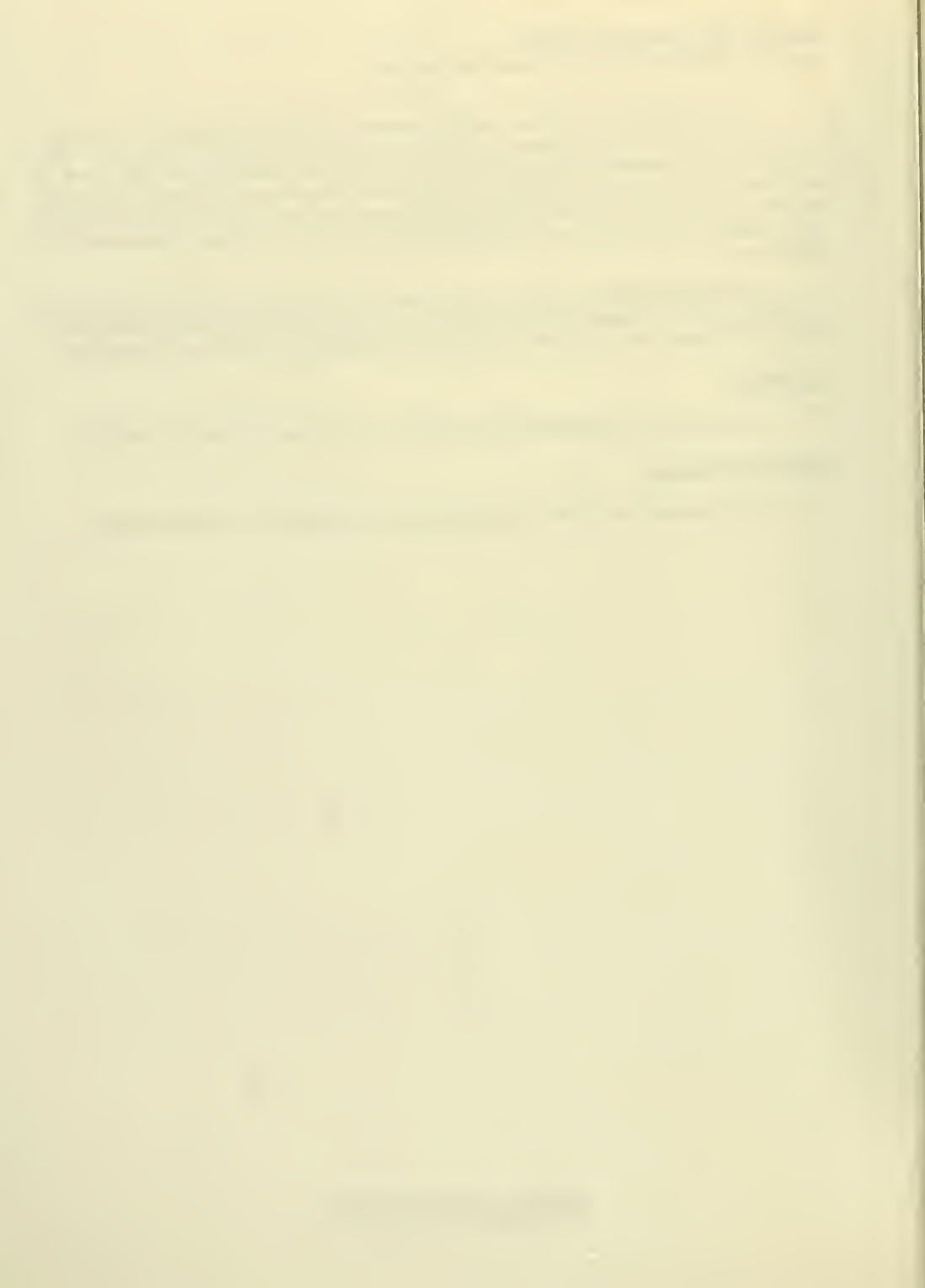
5. ARC/AIDS Vigil would use the space in United Nations Plaza to provide counseling and referral services targeted to the prevention and treatment of ARC/AIDS, distribution of bleach in clearly marked bleach bottles and condoms.

Comment:

The proposed agreement would result in no revenues or costs to the City.

Recommendation:

The proposed resolution is a policy matter for the Board of Supervisors.



Item 2 - File 118-90-1

Note: This item was rereferred to the Public Works Committee by the Board of Supervisors on February 5, 1990. The Public Works Committee did not meet on February 5, 1990. Subsequently, this item has been transferred to the City Services Committee.

Department: Department of Public Works (DPW)

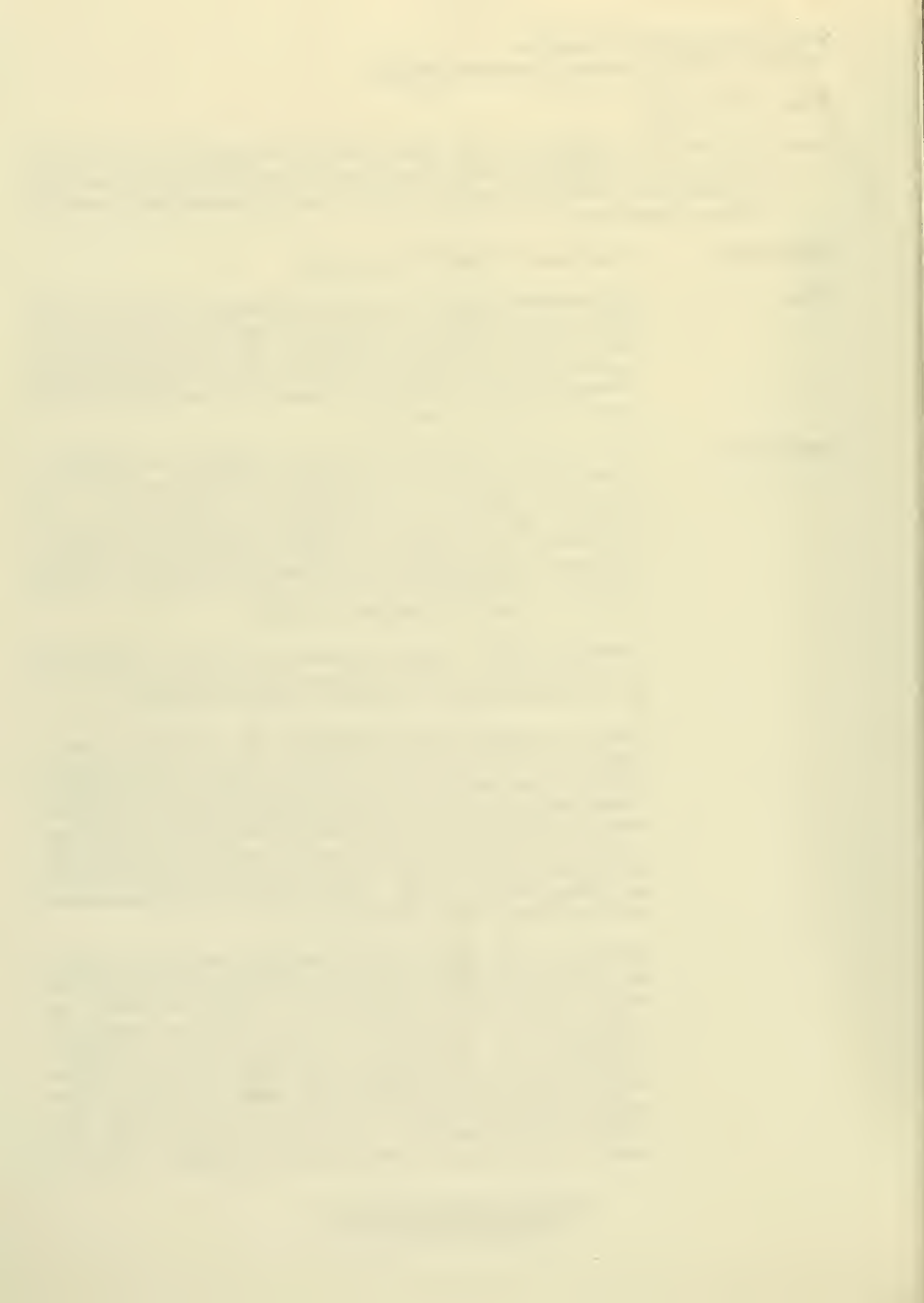
Item: The proposed ordinance would amend Part II, Chapter V, San Francisco Municipal Code (Health Code) by adding Sections 293 to 293.4 providing for penalties for the unlawful removal or appropriation of recyclable materials placed in city streets or sidewalk areas for collection pursuant to the City's curbside recycling collection program.

Description: The proposed ordinance would make collection of recyclable materials from the curb by anyone other than the City's designated collector an infraction or misdemeanor. The proposed ordinance is not intended to prohibit groups or individuals from collecting recyclable materials from homes, as long as the materials are not taken from the curb. These groups or individuals are free to make arrangements with residents for separate collection services.

According to Mr. Joseph Johnson in the CAO's Office, the proposed ordinance is intended to address current problems of the curbside pick-up of recyclable materials as follows:

Loss of revenues from materials. The recycling collection companies (Sunset Scavenger and Golden Gate Disposal) estimate that one-half to one-third of the total aluminum volume is being stolen from curb-side collections. Newsprint is also being stolen even though at the present time it has almost no value. When the price for newsprint goes up, the theft rate can be expected to increase. This can have a significant effect on garbage bills once the recycling program is incorporated into the garbage service rate structure.

Increased cost of bin redistribution. Bins are initially provided free of cost to residents to hold recyclable materials. They are easy to spot by the collectors as recyclable materials are collected on the same day as garbage, and more people will participate in recycling if containers are provided. Unfortunately, a substantial number of bins have been stolen. 800 bins were reported stolen during the first two months of the program, and between 50 and 100 bins per month were reported stolen thereafter. At \$5.00 each, the cost of the bins alone is a detriment to the program's success. Also, it is



taking significant staff time to replace them. A decision to charge residents for replacement bins after the second bin replacement is having a negative impact on the level of program participation.

Litter. When scavengers come to take recyclable materials, they generally leave a mess from their sifting through mixed materials looking for aluminum, newspaper and other potential valuables. This often leads to litter on the streets from the discarding of unwanted materials.

Reduced participation. Residents are increasingly upset regarding the actions of scavengers. When residents have confronted the thieves about the scavenging, many of them have been met with threats and vulgarity. Because of this frustration, and the perception that the City is not providing sufficient enforcement to ensure proper collection, they are reluctant to continue participating in the Curbside Recycling Program.

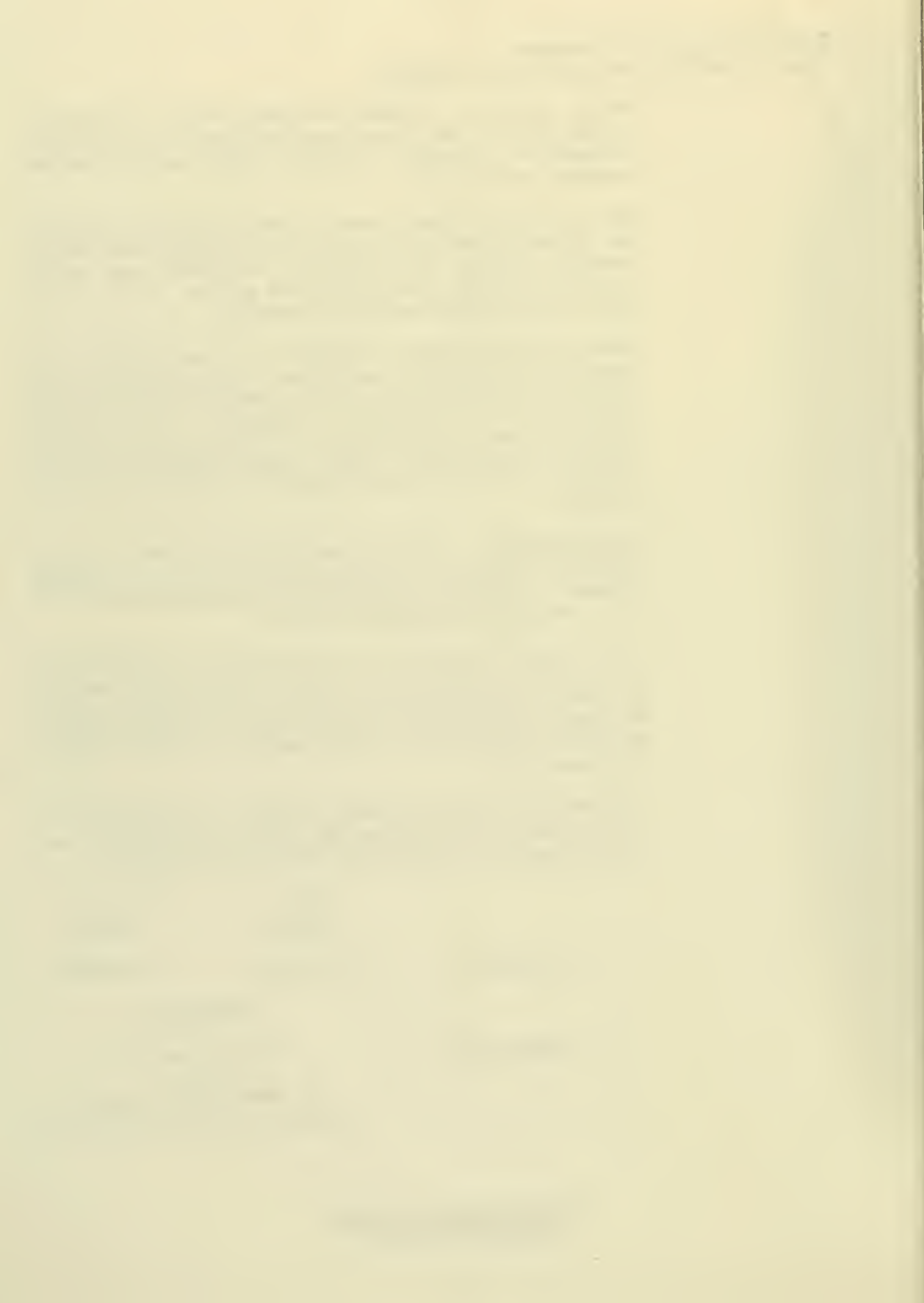
Accountability. The City has existing controls over the Collection Companies to regulate noise, litter and property damage. There are no regulations or controls, however, for the scavenging of recyclable materials.

The proposed ordinance would make it unlawful for scavengers to take, remove, move or otherwise appropriate recyclable materials placed at the curb for collection. Only duly authorized collectors would have the right to collect recyclable materials placed for collection in public sidewalk and street areas.

The proposed ordinance makes violations an infraction or a misdemeanor with appropriate penalties including fines and imprisonment for first, and repeat offenders, as follows:

	<u>First Offense</u>	<u>Subsequent Offense</u>
Infraction	\$20 - \$250	\$100 - \$250
	<u>Each Offense</u>	
Misdemeanor	Not exceeding \$500 and/or Not exceeding 6 months imprisonment in the County Jail	

BOARD OF SUPERVISORS
BUDGET ANALYST

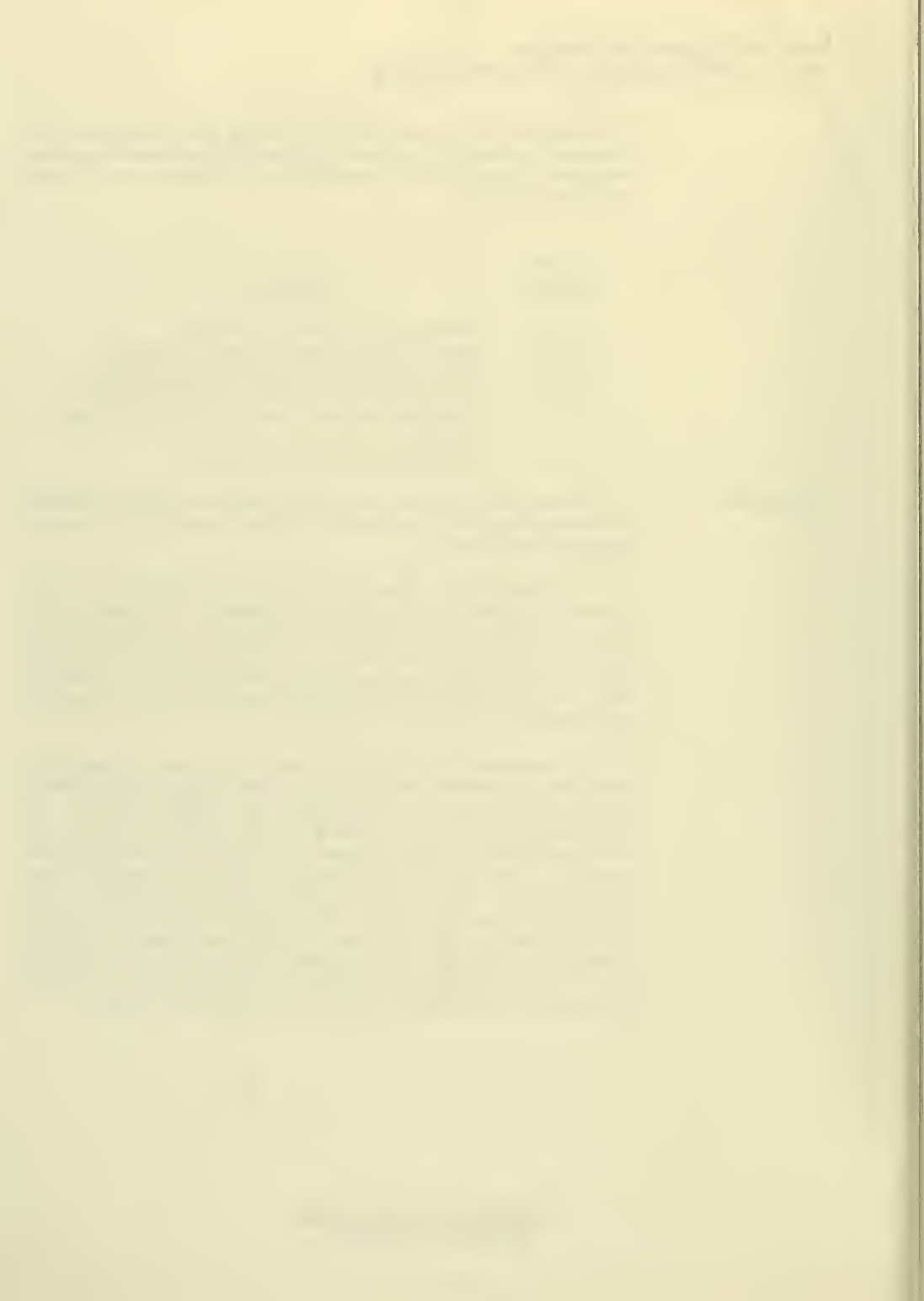


In addition to any peace officer enforcing the provisions of the proposed ordinance, various City health and environmental inspectors would have the authority of enforcement. These positions include:

<u>Class Number</u>	<u>Class Title</u>
6120	Environmental Health Inspector
6122	Senior Environmental Health Inspector
6124	Principal Environmental Health Inspector
6126	Director, Bureau of Environmental Health
6127	Assistant Director, Bureau of Environmental Health
8280	Environmental Control Officer

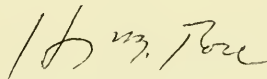
Comments:

1. Neither the CAO nor the Police Department has estimated the amount of fines that will be imposed annually under this proposed ordinance.
2. According to Ms. Amy Perlmutter in the CAO's Office, the current curbside recycling program affects 20 percent of the City in the general area west of Highway 101 and south of Interstate 280 and Ocean Avenue. In April, 1990, the program will be expanded to another approximately 30 percent of the City, in the South of Market and Potrero Districts, for a total of approximately 50 percent of the City.
3. In response to concerns about the proposed legislation raised by a homeless advocate, Ms. Perlmutter has discussed these concerns and responded with the attached letter. As stated in the attachment, "the proposed ordinance refers only to the curbside recycling program which serves the residential sector". Also, "while scavengers do contribute greatly to our recycling, they only recycle the higher value materials such as aluminum cans", whereas the City's recycling program collects a wide variety of items, such as "glass bottles and jars, plastic soda bottles, tin and bi-metal cans, newspaper and junk mail". Furthermore, Ms. Perlmutter states that she has not received any complaints regarding thefts by the homeless.



4. Chief of Police Frank Jordan supports this proposed legislation, although he has pointed out that the scavenging of recyclable materials is already treated under the Penal Code Sections for theft and receipt of stolen property. Chief Jordan advises that the police are aware of the problem and that scavengers would be arrested if caught stealing materials or bins belonging to another.

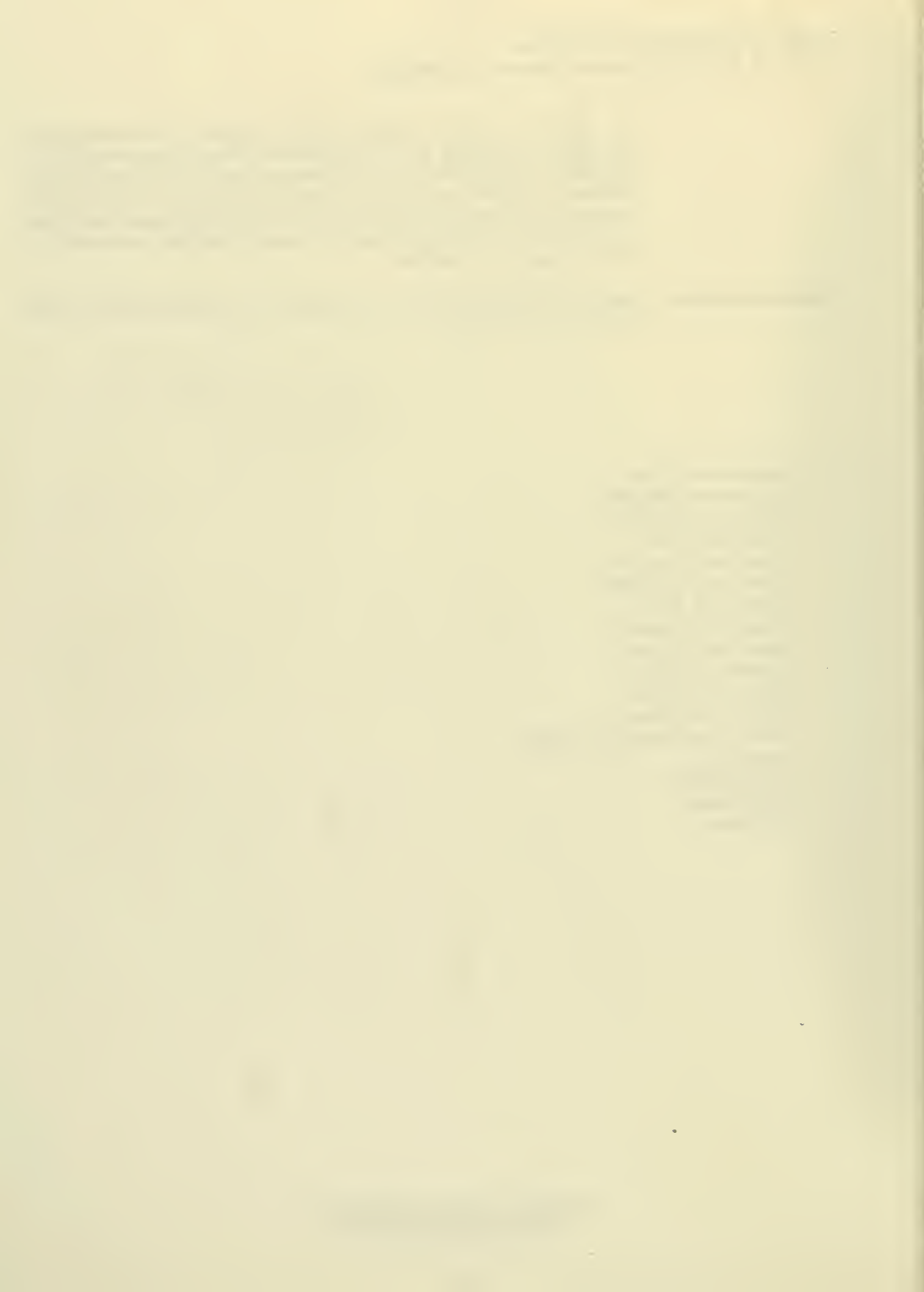
Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST





OFFICE OF

CHIEF ADMINISTRATIVE OFFICER

RUDOLF NOTHENBERG
CHIEF ADMINISTRATIVE OFFICER

289 CITY HALL
SAN FRANCISCO
CALIFORNIA 94102
415/554-4851

February 20, 1990

Mr. John O'Brien
380 Eddy Street
San Francisco, CA 94102

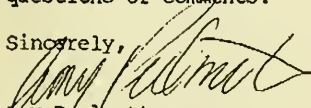
Dear Mr. O'Brien:

Enclosed is the background information on our proposed anti-scavenging ordinance. I hope it gives you a clear idea of our intent. As I mentioned on the phone we are not out to stop anyone, particularly the homeless, from recycling. We have not received any complaints to date that I am aware of regarding theft of materials by the homeless. Our complaints, and our major concerns, are about people driving through neighborhoods in their cars and stealing large quantities of materials. We feel it is important to continue running a cost-effective, reliable recycling service in order to keep citizen participation high and costs low, and to keep as much waste as possible out of the landfill. While scavengers do contribute greatly to our recycling, they only recycle the higher value materials such as aluminum cans. Our program also collects glass bottles and jars, plastic soda bottles, tin and bi-metal cans, newspaper and junk mail. We are diverting over 15% of the residential waste from the portion of the City where curbside operates. If people stop recycling everything because of problems associated with the theft of a few types of materials, the City's businesses and residents will be greatly hurt by skyrocketing landfill prices.

The proposed ordinance refers only to the curbside program which serves the residential sector. It will not prohibit the homeless, or anyone else, from recycling materials picked out of the garbage (although we do not advocate this because of health risks), recycling litter, or making arrangements with residents and businesses to pick up their materials. We specifically worded the ordinance to not prohibit people from recycling ventures other than theft of materials from our curbside program.

I hope that you can see our need for the ordinance. If you feel that the penalties are too strict, perhaps we can discuss that in particular rather than opposing the whole ordinance. Please feel free to call if you have any questions or comments.

Sincerely,



Amy Perlmutter
Recycling Coordinator

cc: Supervisor Willie B. Kennedy

6382y

SE
590.16
3

3/6/90

≡ Actions Taken

DOCUMENTS DEPT.

MAR 12 1990

SAN FRANCISCO
PUBLIC LIBRARY

≡ ≡ ≡
C A L E N D A R
≡ CITY SERVICES COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

Tuesday, ≡ March 6, 1990 - 2:00 P.M.

Room 228, City Hall

Present: ≡ Supervisors Alioto, Nelder

Absent: Supervisor Hongisto

Clerk: Mary L. Red

1. File 108-90-1. [ARC/AIDS Vigil] Resolution approving the terms and conditions of the agreement between the City and County of San Francisco and ARC/AIDS vigil for the use and occupancy of United Nations Plaza. (Supervisors Britt, Hallinan, Walker, Hongisto, Gonzalez)

ACTION: Hearing Held. To Board without recommendation.
(Supervisor Alioto added as co-sponsor)

2. File 118-90-1. [Curbside Recycling] Ordinance amending Health Code, providing for penalties for the unlawful removal or appropriation of recyclable materials placed in City streets or sidewalk areas for collection pursuant to the City's curbside recycling collection program. (Supervisor Kennedy)

ACTION: Hearing Held. Recommended.



11.16
12/70

CALENDAR
CITY SERVICES COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

DOCUMENTS

10/1/90

10/1/90

Tuesday, March 20, 1990 - 2:00 p.m. Room 228, City Hall

Members: Supervisors Alioto, Hongisto, Nelder

Clerk: Mary L. Red

1. File 193-90-3. Hearing to consider status of placement of the Goddess of Democracy statue in Portsmouth Square. (Supervisors Alioto, Hsieh)

ACTION:

2. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto)

ACTION:

3. File 121-89-10. [Curfew Law] Ordinance amending Police Code by amending Article 8, Section 539, relating to curfew law for minors. (Police Commission)
(Continued from 2/8/90)

ACTION:

4. File 202-90-1. Hearing to consider construction development along the Great Highway. (Supervisor Britt)

ACTION:

5. File 18-90-5. Hearing to consider installing a Stop sign on the corner of Jackson and Pierce Streets. (Supervisor Alioto)

ACTION:

6. File 270-90-3. Hearing to consider the state of the physical structure and safety considerations of City Hall. (Supervisor Hongisto)

ACTION:

7. File 242-87. Hearing to consider the Seismic Investigation and Hazard Survey Advisory Committee (SIHSAC) recommendations on seismic safety condition of buildings throughout San Francisco. (Supervisor Hsieh)
(Continued from 12/19/89)

ACTION:

8. File 270-89-4.1. Hearing to consider results of the City's inspections of unreinforced masonry buildings subsequent to the October 17, 1989 earthquake. (Supervisor Hsieh)
(Continued from 12/19/89)

ACTION:

9. File 264-88-1. Hearing to consider enacting legislation regarding posting of public notices concerning asbestos presence and abatement procedures. (Supervisor Hsieh)
(Continued from 2/27/90)

ACTION:



SAN FRANCISCO BOARD OF SUPERVISORS
CITY SERVICES COMMITTEE

March 20, 1990

The Minutes of this meeting are missing.



410.16
4/1
4/1/90

C A L E N D A R
CITY SERVICES COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.
4/1/90
CITY AND COUNTY OF SAN FRANCISCO

Tuesday, April 3, 1990 - 2:00 p.m. Room 228, City Hall

Members: Supervisors Alioto, Hongisto, Nelder

Clerk: Mary L. Red

1. File 242-87. Hearing to consider the Seismic Investigation and Hazard Survey Advisory Committee (SIHSAC) recommendations on seismic safety condition of buildings throughout San Francisco. (Supervisor Hsieh)
(Continued from 3/20/90)

ACTION:

2. File 270-89-4.1. Hearing to consider results of the City's inspections of unreinforced masonry buildings subsequent to the October 17, 1989 earthquake. (Supervisor Hsieh)
(Continued from 3/20/90)

ACTION:

3. File 208-90-1. [SFFD-Federal Consent Decree] Resolution urging the Executive Committee of Firefighters' Union Local 798 to withdraw its legal challenges to the Federal Consent Decree entered by the Honorable Marilyn Hall Patel of the United States District Court, Northern District of California, on June 10, 1988; and urging the membership of Local 798 to support the goals of the Consent Decree and the administration of the Fire Department to integrate the ranks of the Fire Department; and urging the membership of Local 798 to authorize the union to become a signatory to the Consent Decree. (Supervisors Alioto, Britt, Walker, Hallinan, Gonzalez)

ACTION:

4. File 192-90-1. [Boot Program] Resolution urging the Mayor to urge the Parking and Traffic Commission to direct traffic enforcement personnel to implement a boot immobilization program on cars of parking scofflaws. (Supvs. Kennedy, Hsieh)

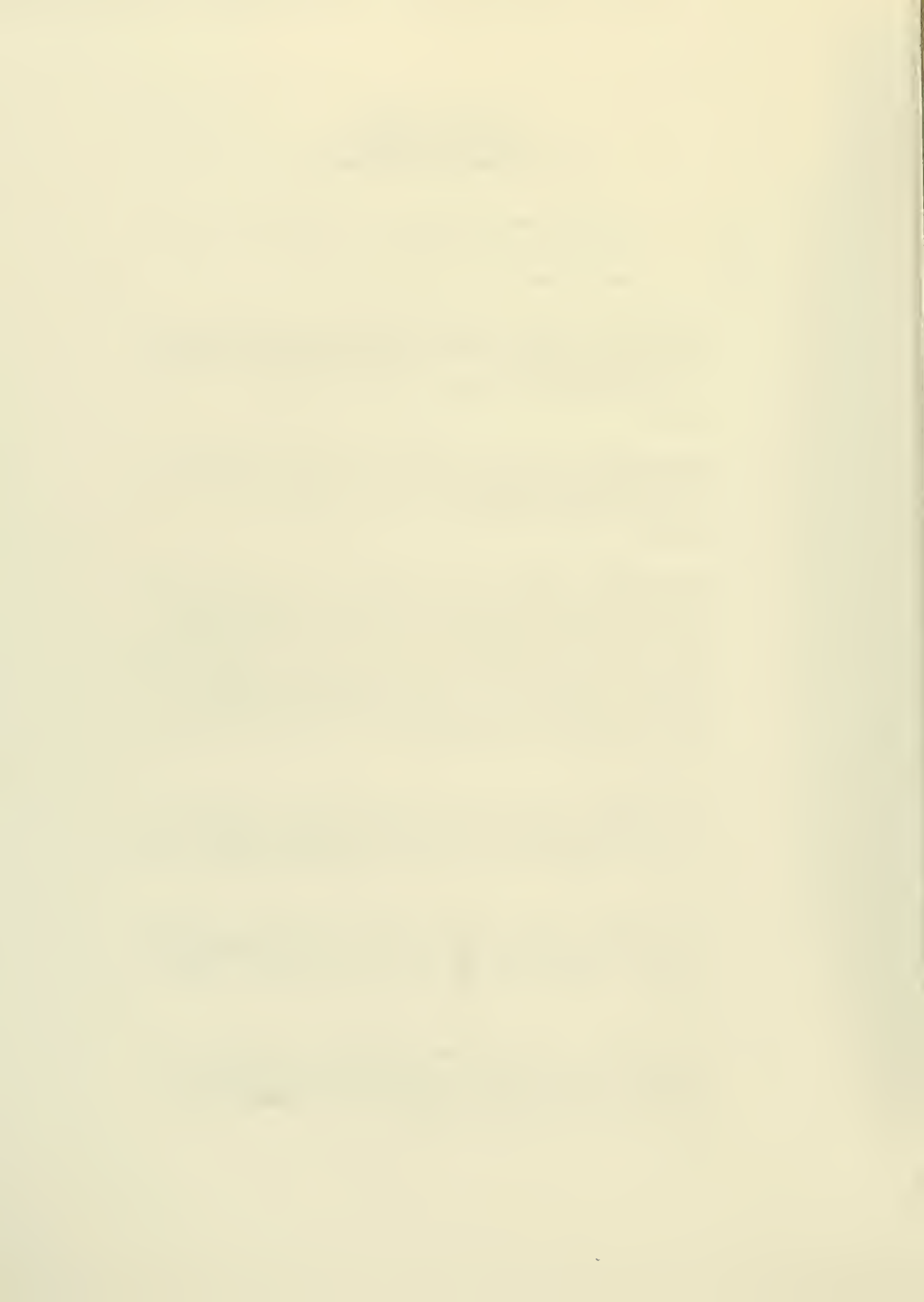
ACTION:

5. File 212-89-4. [School Crossing Safety] Resolution urging the Department of Public Works to study traffic safety measures near elementary and middle schools located by high density traffic corridors. (Supervisor Maher)

ACTION:

6. File 270-89-28. [Building Permit Extension] Resolution urging the Mayor to urge the Department of Public Works and the Department of City Planning to extend all building, electrical and plumbing permits for an additional ninety days past their expiration date. (Supervisor Maher)

ACTION:



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

March 29, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: April 3, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

MAR 3 1990

SAN FRANCISCO
PUBLIC LIBRARY

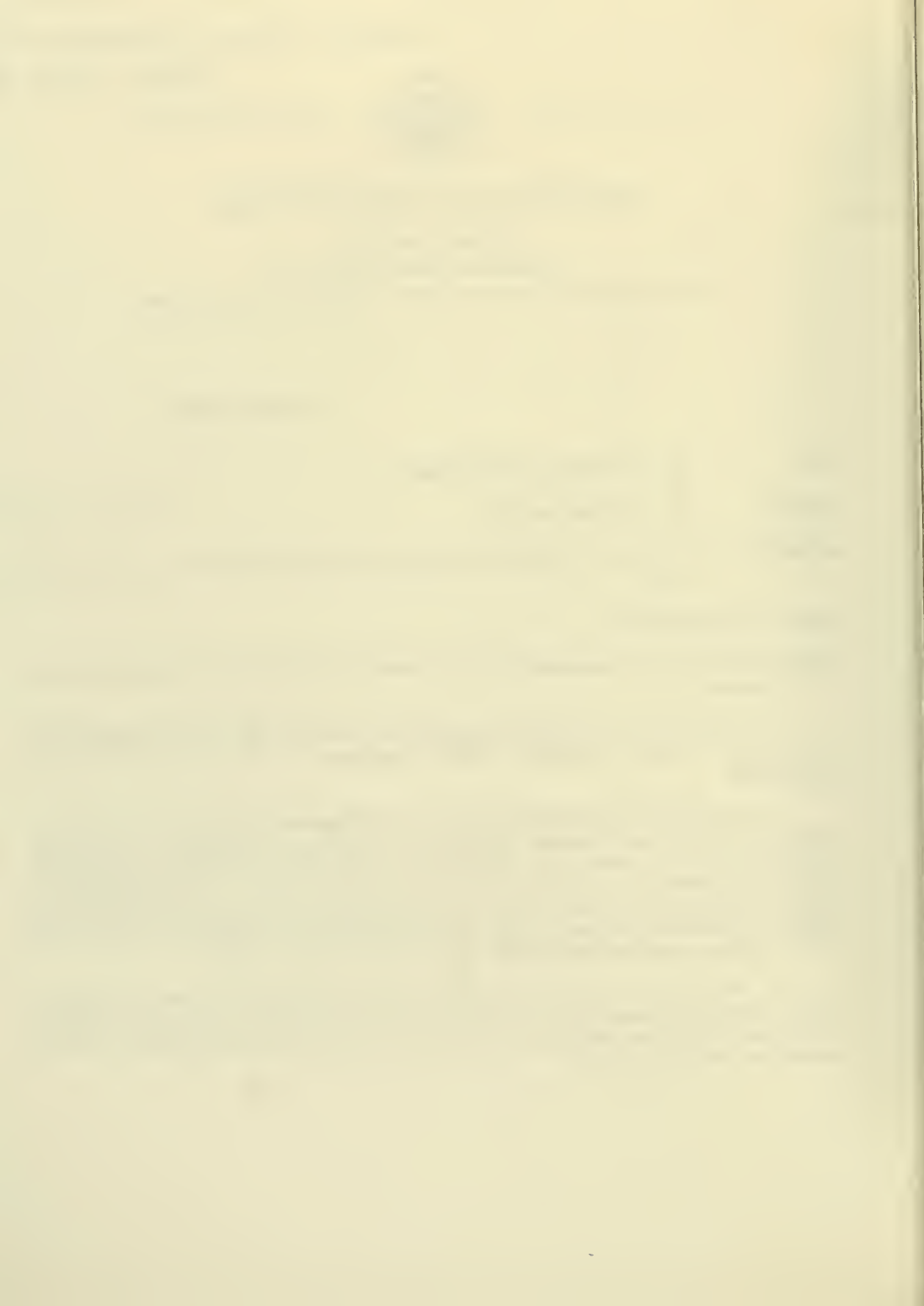
Item 2 - File 270-89-4.1

Note: This item was continued from the March 20, 1990 City Services Committee meeting.

1. This item is a hearing to consider the results of the City's inspections of unreinforced masonry buildings (UMB) subsequent to the October 17, 1989, earthquake.

2. State Senate Bill (SB) 547, passed in 1986, requires that local jurisdictions inventory UMBs and prepare mitigation programs to address the seismic vulnerability of such structures. SB 547 also requires that mitigation programs be in effect by December 31, 1989, for all cities in the Bay Area. Mr. David Prowler, UMB Consultant to the CAO, reports that the State has accepted the City's SB 547 report on mitigation programs which identifies UMBs and notifies the owners that their buildings are considered UMBs which might require retrofit.

3. The Department of Public Works reported on the City's list of UMBs in March, 1986, that showed there are approximately 2,058 UMBs in the City. Of the 2,058 total, 1,289 are commercial or industrial and 769 are residential or mixed residential and commercial.

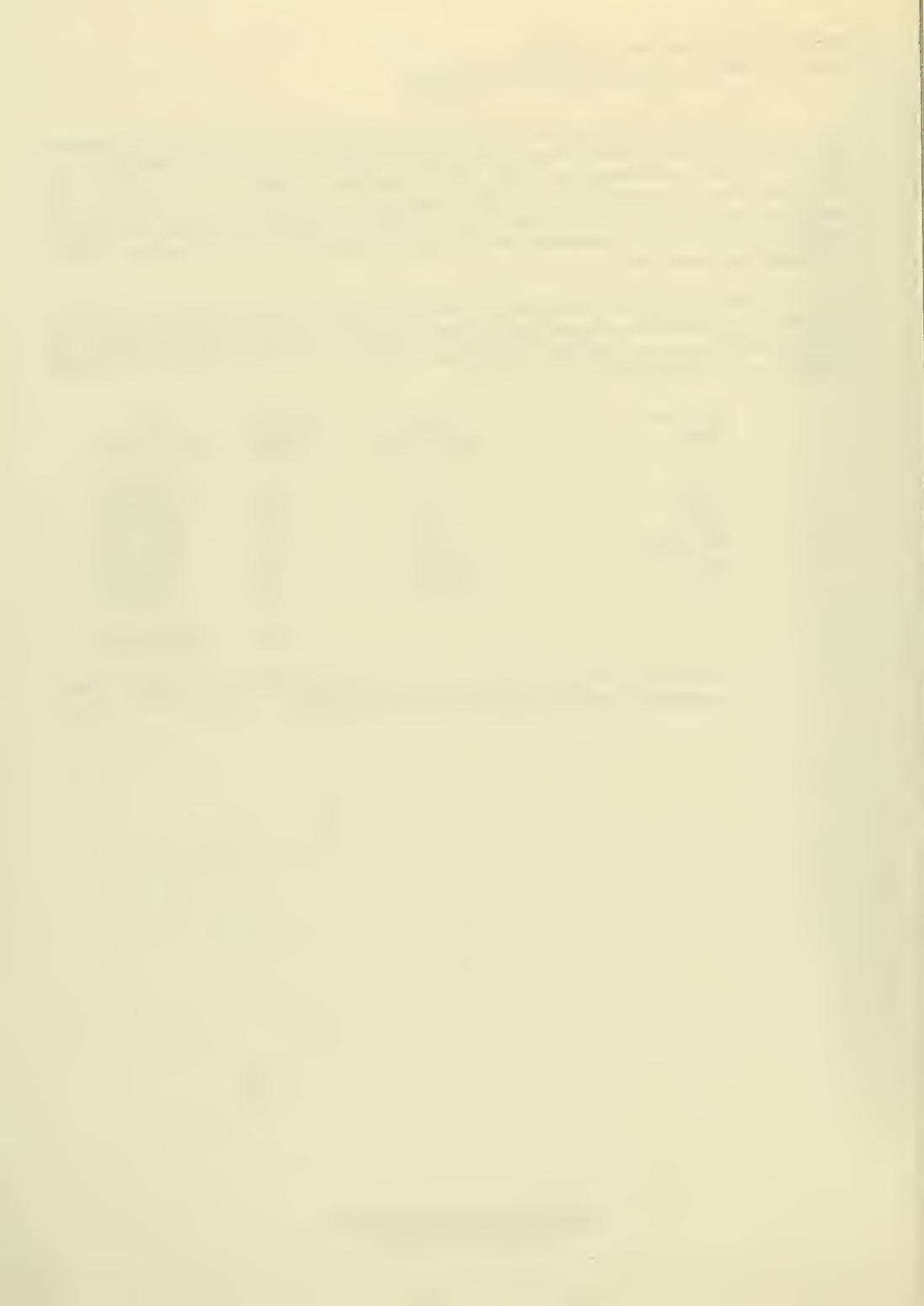


4. The Board of Supervisors previously approved a \$400,000 supplemental appropriation (File 101-88-57) for (a) the Department of City Planning (\$363,000) for a study of the environmental and socio-economic impacts of requiring the reconstruction of seismically hazardous buildings and related administrative costs and (b) the Chief Administrative Officer (CAO) (\$37,000) to develop the City's seismic reconstruction program. Mr. Prowler indicates that these reports will be completed by June, 1990.

5. Additionally, in December of 1989, the Board of Supervisors approved a \$79,300 supplemental appropriation to the Department of City Planning and the CAO to investigate and analyze earthquake damage. A draft report on earthquake damage to UMBs indicates the following:

<u>Damage Class</u>	<u>Damage Class Basis*</u>	<u>Number of UMBs</u>	<u>Total Square Feet</u>
None	0	1,238	20,388,484
Slight	0-1%	406	7,866,706
Light	1-10%	187	3,440,805
Moderate	10-30%	103	2,589,129
Heavy	30-60%	19	563,362
Severe	60-100%	<u>17</u>	<u>610,828</u>
Total		1,970	35,459,314

*Damage Class is based on the percentage of estimated repair costs compared to total replacement costs of a UMB.



Item 4 - File 192-90-1

Department: Parking and Traffic Commission

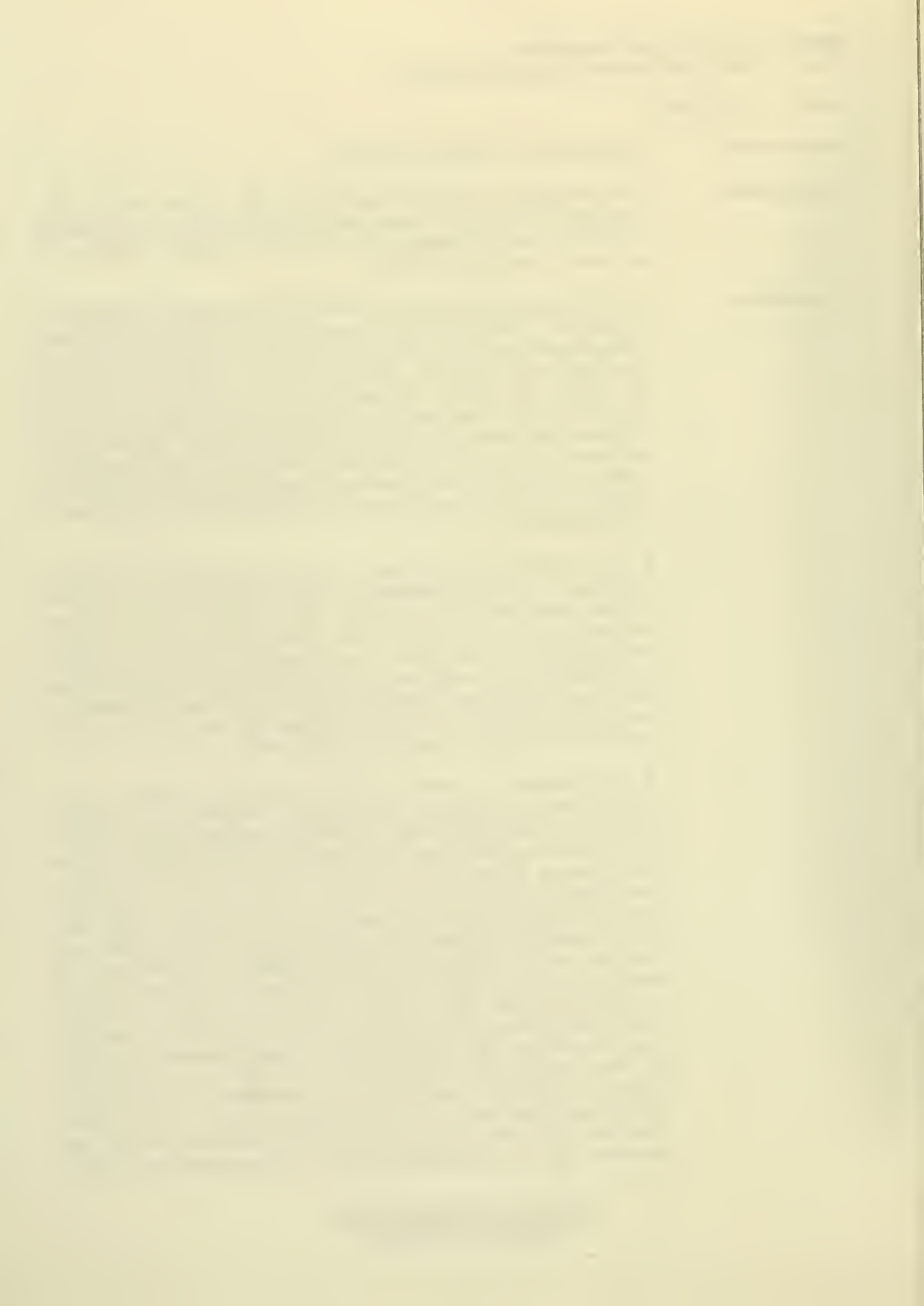
Description: The proposed resolution would urge the Mayor to urge the Parking and Traffic Commission to direct traffic enforcement personnel to implement a boot immobilization program on vehicles of parking scofflaws.

Comments: 1. In October of 1989, the Board of Supervisors approved a resolution (File 241-89-3) memorializing the Municipal Court to implement a 30-day Amnesty Program for unpaid parking citations and urging the Mayor to urge the Police Commission to direct the Police Department to implement a Boot Immobilization Program on vehicles after the amnesty period expires. The Budget Analyst's report analyzing the potential revenues and costs of an amnesty program and implementing a boot program estimated potential net revenues of \$7,315,545 based on total estimated revenues of \$7,571,372 and estimated costs of \$255,827.

2. Ms. Rina Cutler, Director of the Parking and Traffic Commission (PTC), prepared a report, at the request of the Mayor, evaluating the necessity and effectiveness of a boot immobilization program for the City. Ms. Cutler's recommendation was that a boot program would be a useful tool within an overall parking management strategy for the City and that a boot program was an important enforcement tool in achieving a public attitude of respect for, and compliance with, City parking regulations.

3. On March 6, 1990 the PTC voted to adopt a boot immobilization program for the City, limiting the program initially to individuals with 10 unpaid parking tickets or more (as of February 1990 there were 15,583 vehicles with 10 or more outstanding tickets). The PTC reserved the right, after providing appropriate public notice, to reduce the cutoff to 5 unpaid tickets or more at a later date. The PTC also voted that the six-month period leading up to implementation of the boot program would be used to allow offenders an opportunity to arrange for payment of parking tickets before the boot program is implemented. The public would be notified of this opportunity through the media, press releases and Municipal Court mailings. This would not be a formal amnesty program in that previously incurred fines would not be forgiven although violators would have an opportunity to address the Municipal Court and negotiate payment plans. The Budget Analyst has previously reported estimated potential net revenues for the implementation of a boot program (without

BOARD OF SUPERVISORS
BUDGET ANALYST

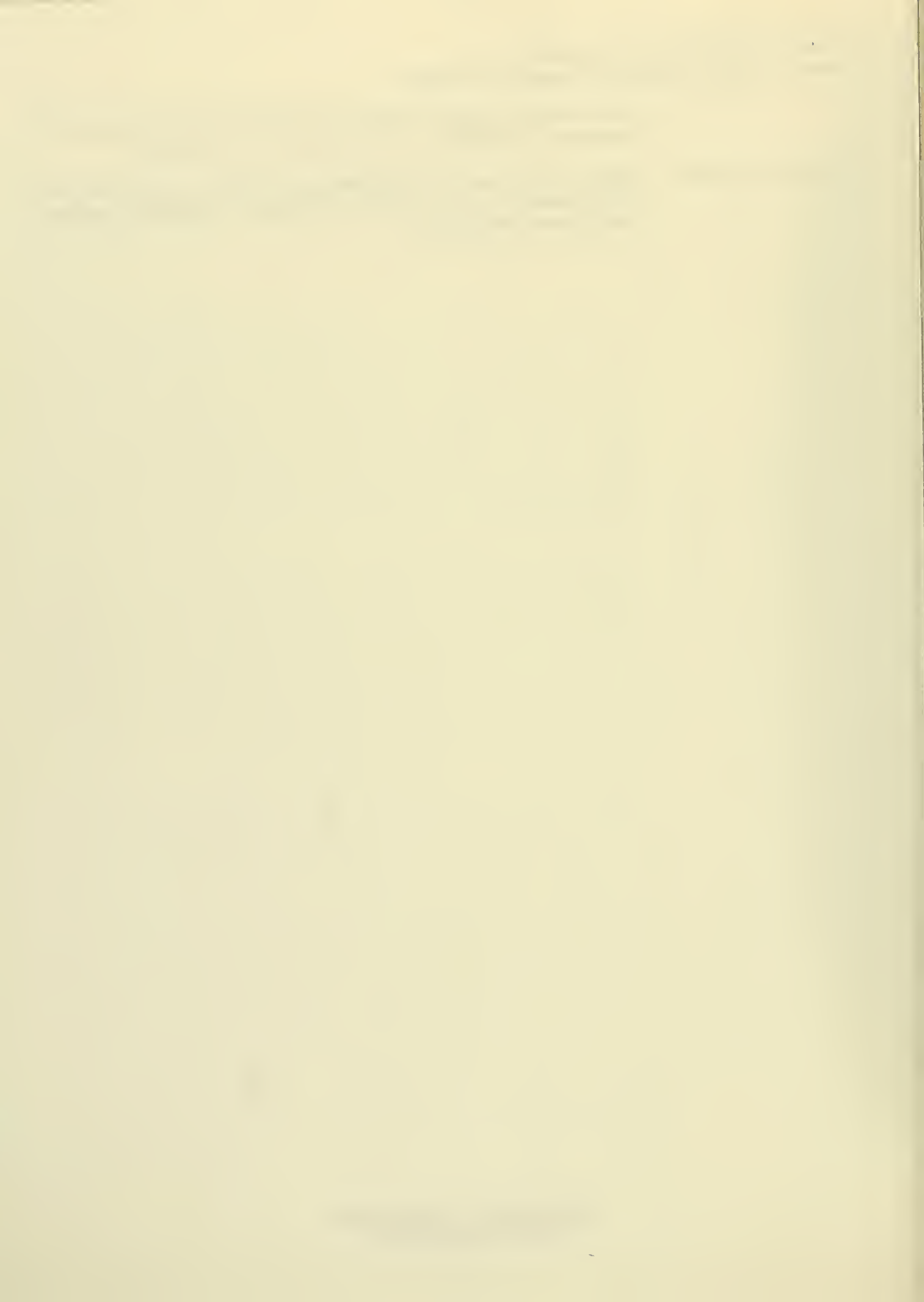


Memo to City Services Committee
April 3, 1990 City Services Committee Meeting

the amnesty program) of \$5,272,113 based on total estimated revenues of \$5,466,243 and estimated costs of \$194,130.

Recommendation: Based on the Board of Supervisors previous support for the implementation of a Boot Immobilization Program, approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST



Item 6 -File 270-89-28

1. This item is a proposed resolution which would urge the Mayor to urge the Department of Public Works and the Department of City Planning to extend all building, electrical and plumbing permits until December 31, 1989 for an additional ninety days past their expiration date. In effect this proposed legislation would extend such permits from December 31, 1989 to March 31, 1990.

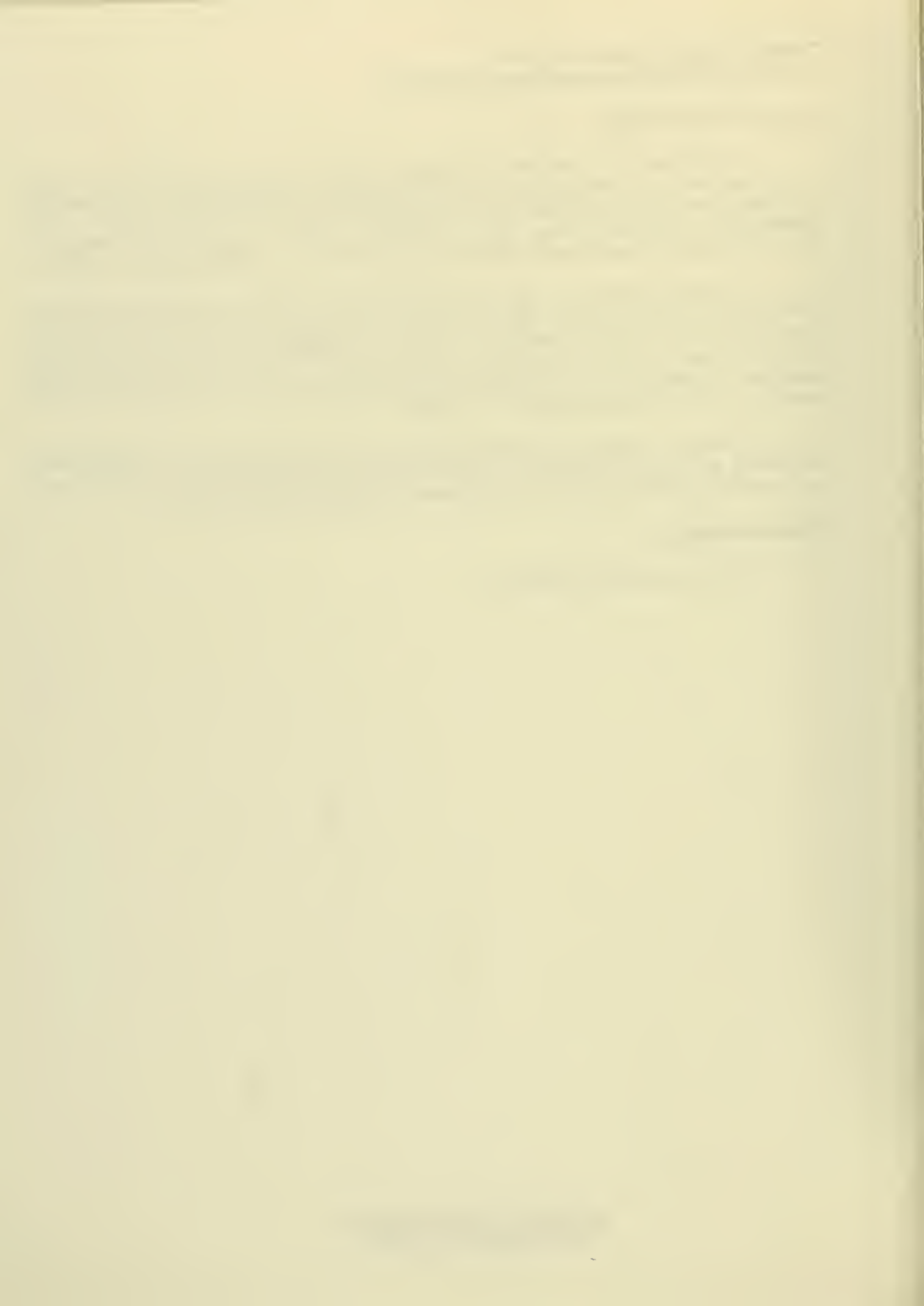
2. At the present time the Board of Supervisors has approved Resolution No. 864-89 which has urged the Mayor to urge the Department of Public Works and the Department of City Planning to extend all building, electrical and plumbing permits from the date of approval on November 17, 1989 for an additional six months. Therefore, this previously approved legislation has already requested extension of such permits until May 16, 1990.

3. The author of the proposed legislation has requested that the subject item be tabled, as the intent of the proposed legislation has already been accomplished with the Board of Supervisors prior approval of Resolution No. 864-89.

Recommendation

Table the proposed resolution.

BOARD OF SUPERVISORS
BUDDGET ANALYST



Item 8 - File 206-89-3

Note: This item was continued by the Oversight Committee on February 22, 1990 and transferred to the City Services Committee.

1. This item is a hearing to consider operations of the San Francisco Housing Authority to include the conduct of public hearings, maintenance and upkeep of units, use of public funds, public housing tenants associations and other operational issues.

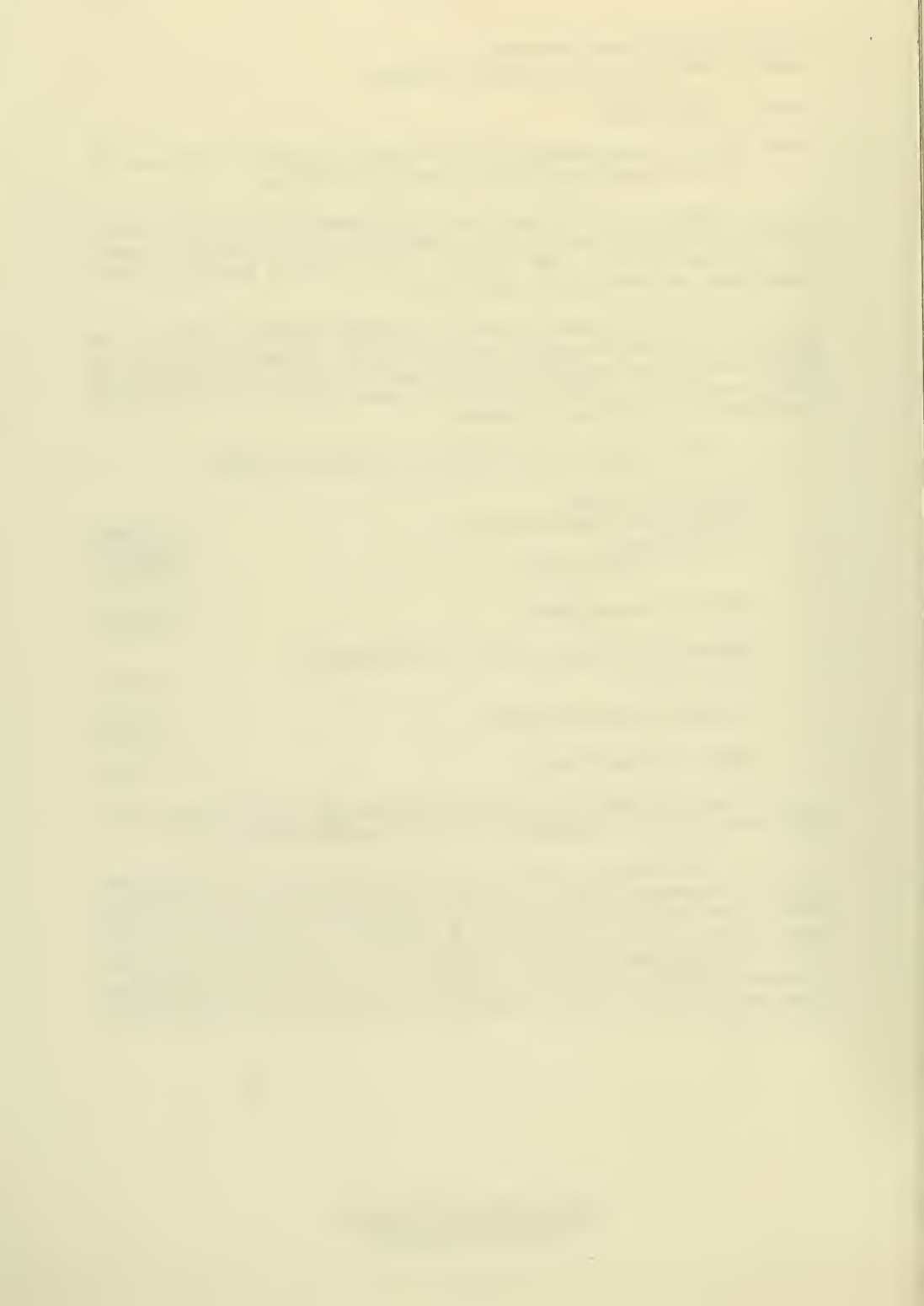
2. The San Francisco Housing Authority (SFHA) continues to be designated an "operationally troubled" housing authority by the U. S. Department of Housing and Urban Development (HUD) which, according to HUD, results from SFHA's failure to meet certain basic minimum management performance standards.

3. SFHA's 1989-90 current Operating Budget is as follows:

Estimated Revenues	
Rent & Other Operating Receipts	\$15,499,450
HUD Subsidy	<u>13,379,827</u>
Total Revenues	\$28,879,277
 Estimated Expenditures	 <u>27,240,570</u>
 Balance of Estimated Revenues Over Estimated Expenditures	 1,638,707
 HUD Debt Payback (see below)	 <u>1,275,000</u>
 SFHA Operating Reserve	 \$ 363,707

4. The HUD Debt Payback of \$1,275,000 reduces the total SFHA debt to HUD from \$2,514,527 to \$1,239,527, to be paid back in future years.

5. SFHA does not receive any General Funds for its operations. However, an annual payment to the City entitled Payment in Lieu of Taxes (PILOT) has been waived by the Board of Supervisors over the past several years because of the financial plight of the SFHA. In August of 1989, the Board of Supervisors approved Resolution File 161-89-5 waiving an estimated \$802,152 in PILOT funds for fiscal year 1989-90. For the previous fiscal year 1988-89, the Board of Supervisors waived an estimated \$784,628 in PILOT funds.



6. On December 14, 1989, Mr. David Gilmore, the new SFHA Executive Director, provided the San Francisco Housing Authority Commission an assessment of current SFHA conditions and a series of recommendations for needed management improvements aimed at restoring the SFHA to a sound and viable condition within a reasonable period of time.

7. To accomplish the needed management improvements, the SFHA Commission approved a staff reorganization plan in November 1989 (see Attachment 1). The reorganization plan establishes two new Deputy Executive Director positions, eliminates four Director positions, redefines the Facilities Management Unit into a Planning and Construction Division, and relocates the function of Personnel and Labor Relations to the Executive Office, among its major changes.

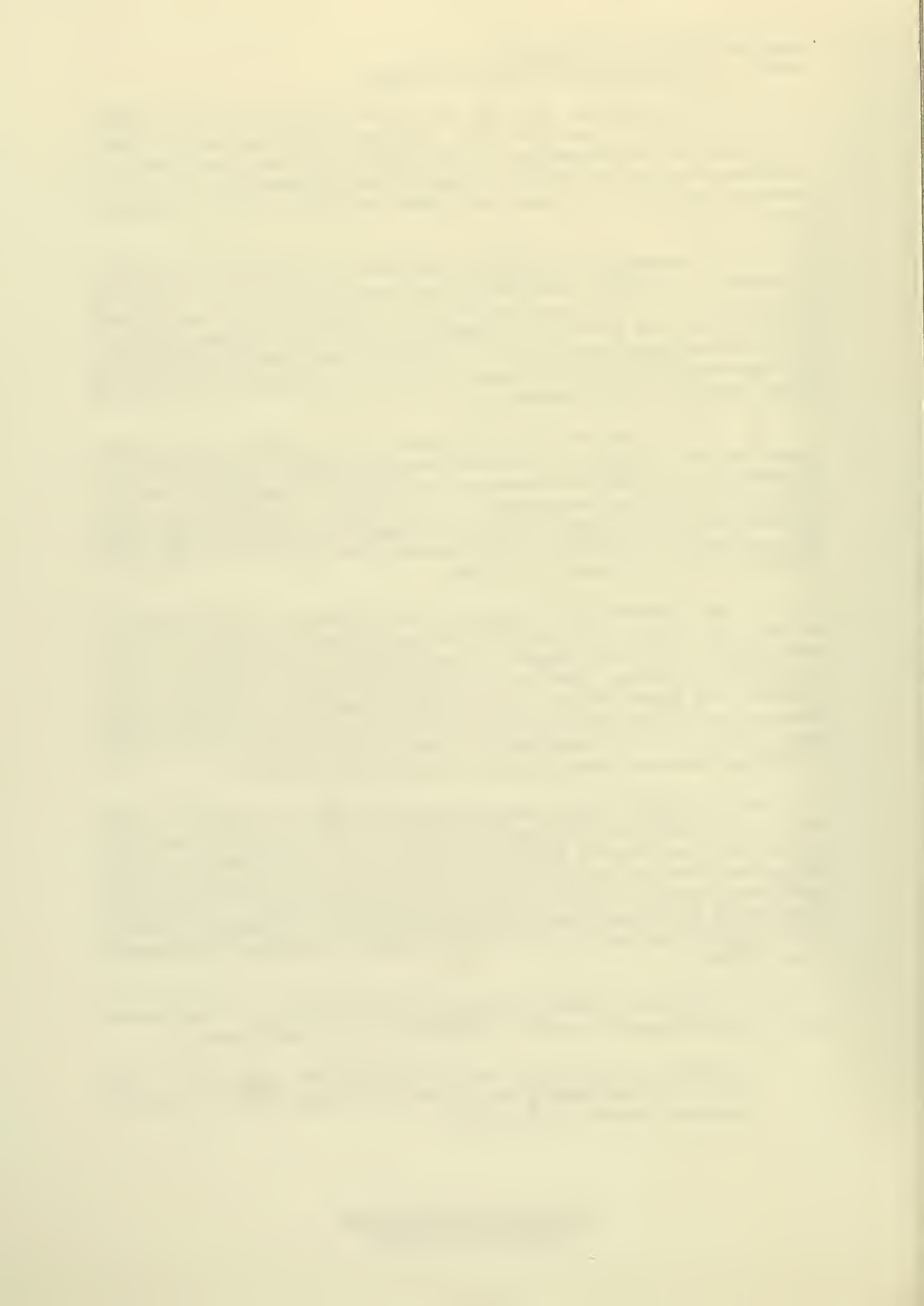
8. In his first six month assessment of the SFHA, Mr. Gilmore identified two strategies to preserve existing public housing units: the preservation of stable developments; and the reconstruction of the more distressed, decaying developments. Attachment 2 provides a recent inventory of all SFHA developments, totalling 6,554 units, that are under the jurisdiction of the SFHA. This inventory was revised from the SFHA Golden Anniversary Report (1938-1988).

9. Mr. Gilmore has designated nine distressed developments for which a dramatic program of reconstruction is needed. These developments are Potrero Annex, Potrero Terrace, Sunnydale, Westbrook Apartments, Bernal Dwellings, Valencia Gardens, Hunters View, Alemany and Hayes Valley. Two of these developments, Sunnydale and Alemany, will be reconstructed with HUD Comprehensive Modernization funds. The source of funds for the reconstruction of the seven other designated distressed developments has not been determined.

10. In addition, Yerba Buena Plaza West will be completely rebuilt with a combination of HUD and City funds. The City funds total \$2.9 million from the Housing Affordability Funds, which originally provided \$10 million from the General Fund in 1985 for housing development. These funds are separate from the funds currently on reserve for housing affordability activities. Yerba Buena Plaza East, companion project to Yerba Buena Plaza West, has not been considered a distressed development by the SFHA.

11. Mr. Gilmore has also identified the following six management initiatives to improve the condition of the SFHA project developments:

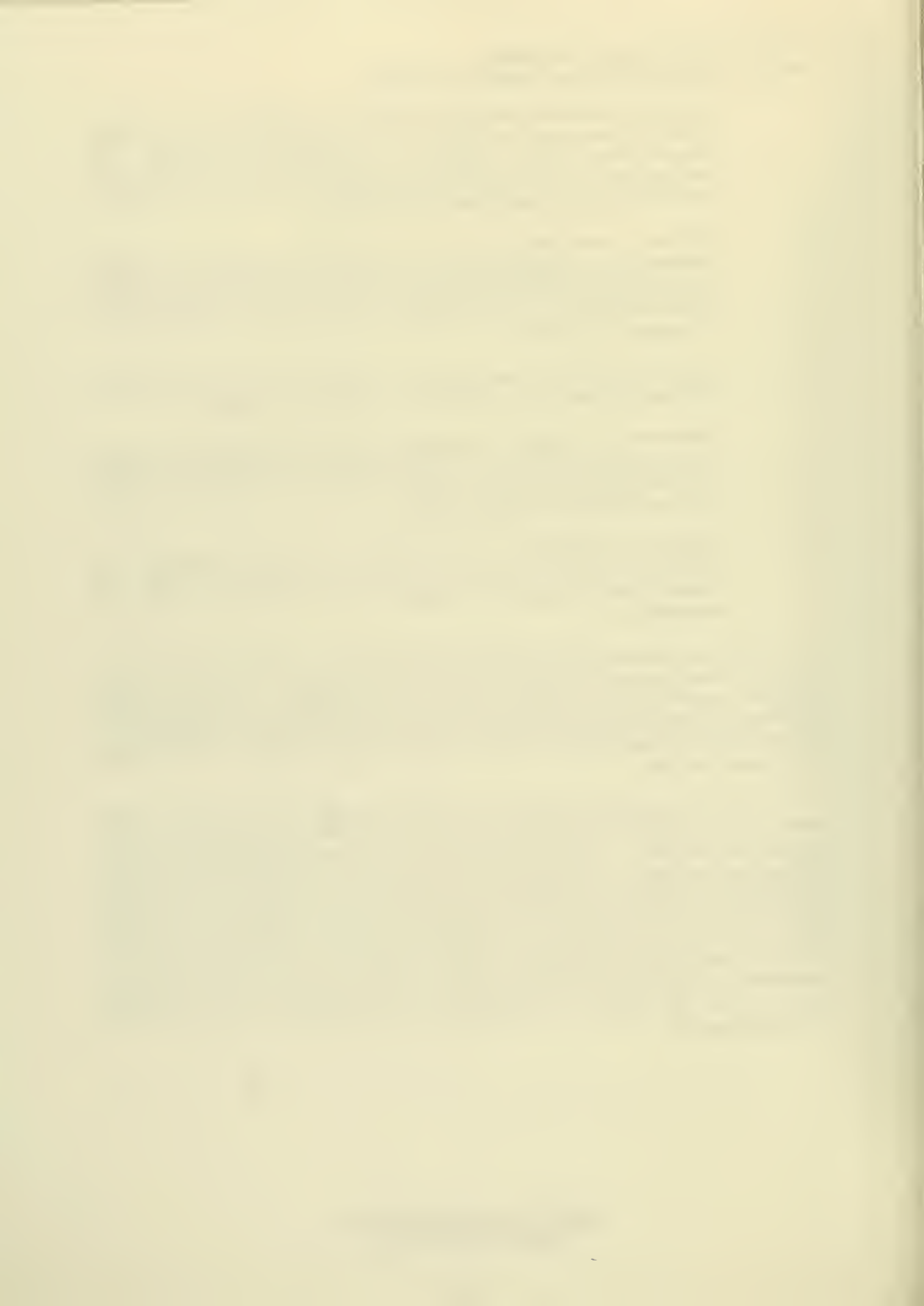
- Resident management will be encouraged under the right circumstances, testing the capacity of tenants to take control of important aspects of their lives.



- Resident business initiatives with the formation of resident-operated non-profit companies will be undertaken which, with tenant labor, can perform a number of essential non-management functions such as groundskeeping, landscaping, household moving and cleaning services.
- Private management in some specific areas to assume managerial responsibilities for selected developments will be fostered. This would be appropriate to test SFHA capacity against the performance of others, which is healthy and should serve the interest of the tenants.
- Decentralization of management staff will be implemented to react to local service requests in a more timely fashion.
- Management training to prepare for greater decentralization of management staff will be accomplished to employ local vested new authority effectively and properly use and maintain those resources placed in their charge.
- Admissions Policies and Procedures will be reorganized to streamline the housing application process, merge the vacancy/re-occupancy process and eliminate subjective placement.

12. As reported above, the SFHA identified a total of 6,554 housing units in their current revised inventory (Attachment 2). Presently, the SFHA is reporting a total of 6,488 units of which 6,099 are occupied and 389 are vacant (Attachment 3). The difference of 66 units (6,554 - 6,488) falls into the categories of mothballed and non-residential uses such as offices and child care facilities.

13. In December 1989, Mr. Gilmore reported that vacancies have been reduced a total of 195 units from 600 to 405 (33%) during his first six months as Director. During the last three months vacancies have been reduced an additional 16 units from 405 to 389. Mr. Gilmore advises that the SFHA is committed to the effective elimination of vacancies by the end of September, 1990, allowing for a normal "turnover" vacancy rate of two percent. A two percent vacancy rate would be a total of 130 units (2% times 6,488). Under these circumstances the SFHA would have to reduce vacancies an additional 259 units (389 - 130) over the next six months to achieve the top goal as enumerated by the Mayor and the SFHA Commissioners.



Memo to City Services Committee
 April 3, 1990 City Services Committee Meeting

14. Between 1980 and 1990 there was a net loss of 568 housing units (from 7,122 units to 6,554 units) under the jurisdiction of the San Francisco Housing Authority. This included a net loss of 705 family units and a net gain of 137 elderly units as follows:

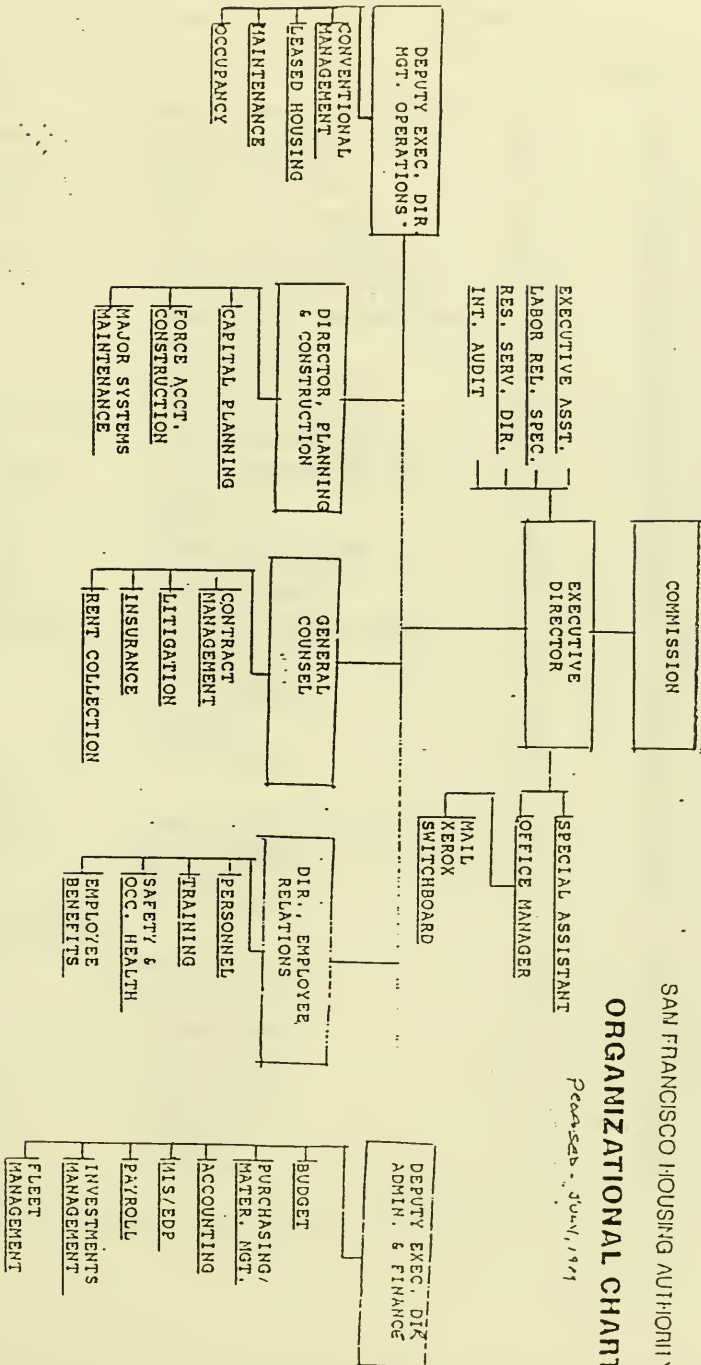
<u>Projects Gaining or Losing Units</u> <u>(1980 - 1990)</u>	<u>Family</u>	<u>Elderly</u>	<u>Total</u>
Sunnydale	(5)		(5)
Potrero Annex	(13)		(13)
Alemaný	(6)		(6)
Hunters Point A	(91)		(91)
Hunters Point B	(100)		(100)
Yerba Buena Plaza West*	(332)		(332)
Hunters View	(52)		(52)
Alice Griffith	(98)		(98)
Rosa Parks Apartments		(13)	(13)
Hayes Valley	(16)		(16)
227 Bay Street		1	1
939 Eddy Street (new)		36	36
951 Eddy Street (new)		24	24
430 Turk Street (new)		89	89
Joan San Jule Apartments (new)	<u>8</u>		<u>8</u>
Total	(705)	137	(568)

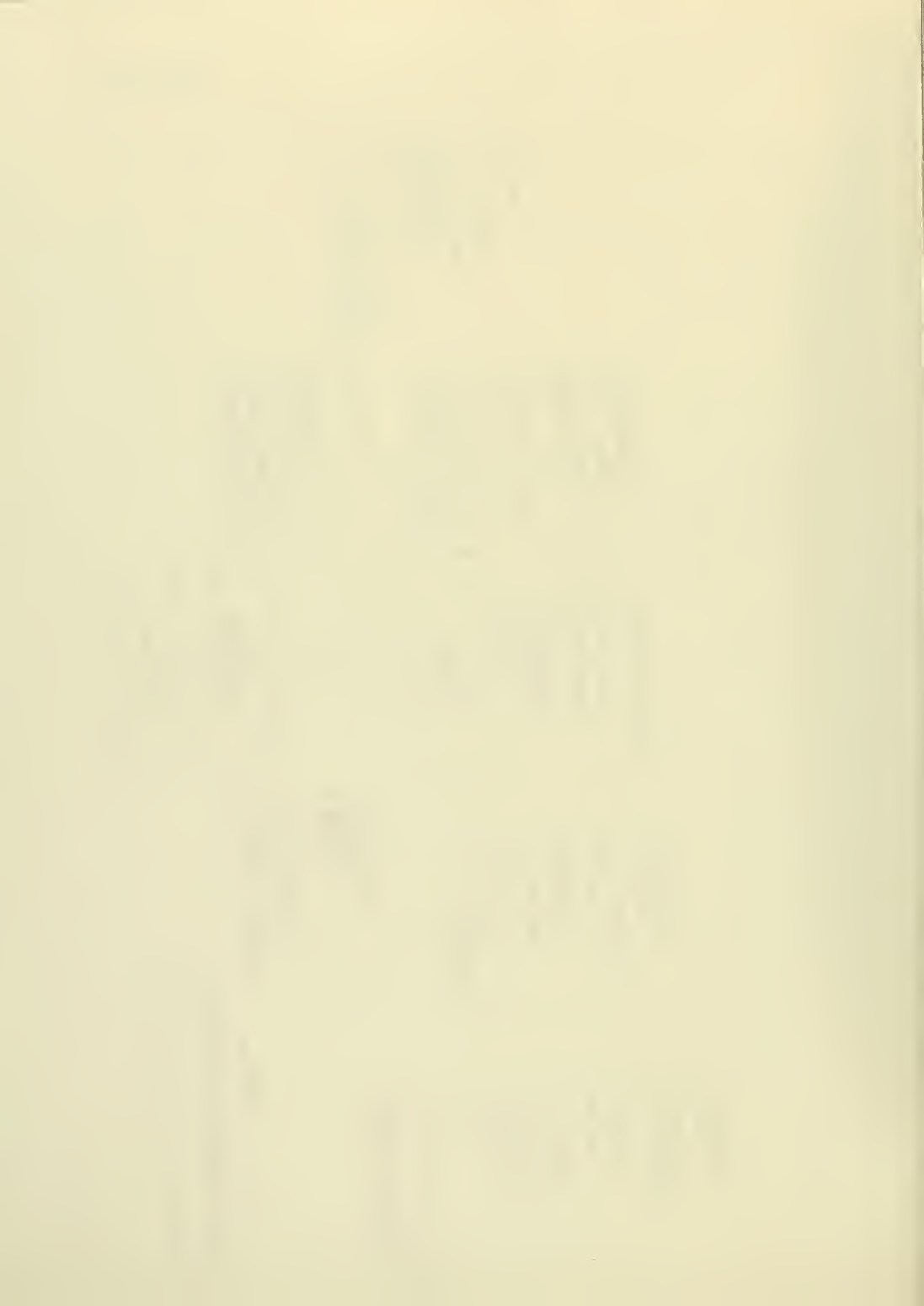
* a total of 332 units demolished at Yerba Buena Plaza West will be replaced with 203 new units currently under construction.



SAN FRANCISCO HOUSING AUTHORITY ORGANIZATIONAL CHART

Revised - June, 1971





SAN FRANCISCO HOUSING AUTHORITY DEVELOPMENTS

DEVELOPMENT	LOCATION	UNITS	COMPLETED
HOLLY COURTS	Appleton, Highland, Patton, Holly Park Circle	118	1940
POTRERO TERRACE	23rd, Wisconsin, 26th Street, Connecticut	469	1941
SUNNYDALE	Velasco, Hahn at Sunnydale	767	1941
VALENCIA GARDENS	Valencia, 15th Street, Guerrero	246	1942
WESTSIDE COURTS	Post, Broderick, Sutter, Baker	136	1943
NORTH BEACH	Columbus, Bay, Mason, Francisco	229	1952
PING YUEN.	Pacific at Powell, Grant & Stockton	234	1952
BERNAL DWELLINGS	Harrison, Army, Folsom, 26th Street	208	1953
HUNTERS POINT (A)	1. Upper West—Griffith & Navy Road	30	1953
	2. Lower West—Oakdale, Griffith, Palou	103	1953
	3. East—Earl, Kiska, Dormitory Road & Evans	80	1953
POTRERO ANNEX	Missouri at 23rd Street	154	1955
ALEMANY	Alemany at Ellsworth	150	1955
YERBA BUENA PLAZA (W)	1. Turk, Divisadero, Eddy, Pierce	0	1955
(E)	2. Turk, Buchanan, Eddy, Laguna	276	1956
WESTBROOK APARTMENTS	Innes, Southridge, Kiska, Dormitory	224	1956
HUNTERS VIEW	Middle Point at Innes or Evans	275	1956
ROSA PARKS SR. APTS.	Webster, Turk, Buchanan, Golden Gate	198	1961
PING YUEN (NORTH)	Broadway, Cordella, Pacific, Stockton	194	1961
ALICE GRIFFITH	Griffith at Gilman	256	1962
HAYES VALLEY (A)	Velasco & Castillo	18	1962
(B)	Buchanan, Webster, Page, Haight	154	1963
(C)	Buchanan, Webster, Fell, Hayes	135	1963
*JOHN F. KENNEDY	Sacramento near Webster	98	1966
*MISSION DOLORES	15th Street near Guerrero	92	1966
*WOODSIDE GARDENS	Woodside Avenue, opposite Hernandez	110	1968
*990 PACIFIC	Pacific & Mason	92	1969
*227 BAY	Powell & Stockton	51	1970
*275 THRIFT	Thrift, Capitol, Orizaba	1	1970
*350 ELLIS	Taylor & Jones	96	1970
*666 ELLIS	Hyde & Larkin	100	1971
*345 HERMANN	Hermann & Duboce	42	1971
75-77 COLERIDGE		2	1971
101-103 LUNDY'S		2	1971
*3850 18th STREET	Church & Sanchez	107	1971
*320/330 CLEMENTINA	Tehama, Clementina, 4th, 5th Streets	276	1971
4101 NORIEGA	48th Avenue & Noriega	8	1971
*363 NOE	Pond & Noe	22	1971
200 RANDOLPH	Randolph & Head	16	1971
2206-2268 GREAT HIGHWAY & 2215-2263 48th AVENUE		16	1971
*2698 CALIFORNIA	California & Scott	40	1971
*25 SANCHEZ	Sanchez & Duboce	90	1972
*1760 BUSH	Gough & Octavia	108	1972
*345 ARGUELLO BLVD.	Clement & Cornwall	69	1973
*1880 PINE	Gough & Octavia	113	1973
*491 31st AVENUE	Geary & 31st Avenue	75	1973
*1750 McALLISTER	Baker & Broderick	97	1974
*939 EDDY STREET	Gough & Franklin	36	1980
*951 EDDY STREET	Gough & Franklin	24	1980
*430 TURK	Turk & Larkin	89	1987
JOAN SAN JULE APTS.	Eddy & Webster	8	1988

*DESIGNATED ELDERLY

Total 6,554

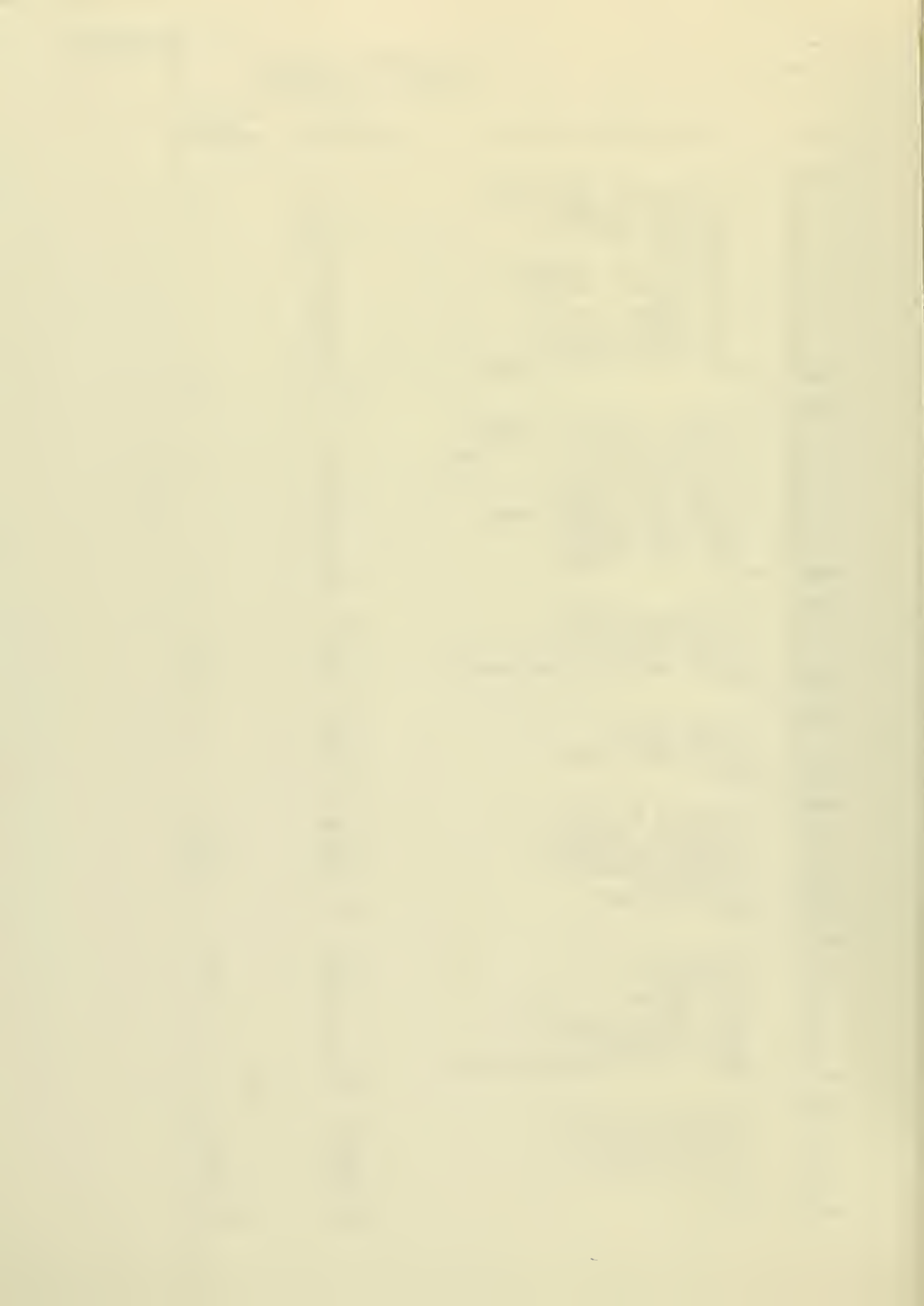
Revised March 1, 1990



TIR541A

S.F. HOUSING AUTHORITY
VACANT UNIT SUMMARY
AS OF - 3/23/90

PROJ #	PROJECT DESCRIPTION	TOTAL OCCUPIED	TOTAL VACANT
AREA 1			
17	ROSA PARKS APARTMENTS	194	1
21	MISSION DOLORES	21	
22	WOODSIDE GARDENS	109	
23	990 PACIFIC	90	1
24	227 BAY	45	
27	3850 & 255 DORLAND	106	
28	462 DUBOCE STREET	41	
37	363 NOE	22	
40	25 SANCHEZ STREET	89	
41	345 ARGUELLO BLVD	58	
42	491-31ST AVENUE	74	
43	1750 MCALLISTER STREET	95	1
AREA TOTAL		1030	3
AREA 2			
20	JOHN F. KENNEDY TOWERS	97	
25	350 ELLIS ST.	95	
31	320-330 CLEMENTINA TOWERS	271	2
32	644 ELLIS ST.	99	
33	1760 BUSH STREET	107	
34	1880 PINE STREET	112	
39	2698 CALIFORNIA STREET	39	
46	939 EDDY STREET	36	
47	951 EDDY STREET	22	
49	430 TURK STREET	68	
AREA TOTAL		966	2
AREA 3			
06	WESTSIDE COURTS	136	
14	YERBA BUENA PLAZA	229	47
19	HAYES VALLEY	278	14
50	JOAN SAN JULE APARTMENTS	8	
AREA TOTAL		651	61
AREA 4			
09	NORTH BEACH	222	7
10	PING YUEN	233	
18	PING YUEN NORTH	194	
AREA TOTAL		649	7
AREA 5			
02	POTRERO TERRACE	418	51
04	VALENCIA GARDENS	243	3
05	BERNAL DWELLINGS	186	22
08	POTRERO ANNEX	114	19
29	COLERIDGE	2	
30	LUNDY'S LANE	2	
AREA TOTAL		967	95
AREA 6			
01	HOLLY COURTS	116	3
03	SUNNYDALE	748	19
11	ALEMANY	90	57
26	275 THRIFT	1	
35	200 RANDOLPH STREET	23	1
36	4101 MOREIGA ST.		
38	GREAT HIGHWAY	15	1
48	602 - 642 VELASCO STREET	18	
AREA TOTAL		1011	90
AREA 7			
07	WESTBROOK APTS.	177	48
12	HUNTER'S POINT - A	199	14
15	HUNTER'S VIEW	209	57
16	ALICE GRIFFITH	240	12
AREA TOTAL		325	131
AGENCY TOTAL		6099	389



Item 11 - File 162-90-1

1. Hearing to consider designating those agencies qualified to participate in the City's 1990 Annual Joint Fundraising Drive.

2. The City's Administrative Code (Section 16.93-2) outlines procedures for the selection of agencies eligible to participate in the City's annual joint fundraising drive and for conducting the City's annual joint fundraising drive. These procedures specify that any organization wanting to participate in the annual joint fundraising drive meet the following requirements:

- 1) An eligible charitable agency must be a federated agency representing ten or more charitable organizations, of which at least 50 percent shall represent organizations located in the counties of San Francisco, San Mateo, Santa Clara, Alameda, Contra Costa and Marin;
- 2) The federated agency must certify to the Board of Supervisors that the Federal Internal Revenue Service has determined that contributions to all of the represented charitable organizations are tax deductible;
- 3) The federated agency must have been in existence with ten or more qualified charities for at least one year prior to the date of application and provide satisfactory evidence to that effect at the time of filing an application with the Board;
- 4) The federated agency must submit its most recent certified audit at the time of filing an application with the Board; and
- 5) The federated agency must submit an application to the Board that includes all information that may be relevant to the criteria listed in this legislative section of the Administrative Code.

3. Pursuant to Section 16.93-4 of the Administrative Code, all charitable agencies that are interested in participating in the City's annual joint fundraising drive must submit the above listed application materials to the Board of Supervisors by March 1st of each year. As of March 1, 1990, the following applicants had submitted the necessary materials including the certified audits:

- Bay Area Black United Fund;
- Combined Health Appeal of California;
- Environmental Federation of California;
- International Service Agencies;
- The Progressive Way;
- United Way of the Bay Area.



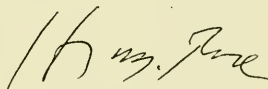
4. Pursuant to Section 16.93-3 of the Administrative Code, the Chief Administrative Officer (CAO) has the responsibility for reviewing the submitted application materials from the organizations interested in participating in the City's annual joint fundraising drive. The CAO is also responsible for making recommendations to the Board of Supervisors as to whether the applicants are qualified to participate in the annual joint fundraising drive.

5. As of the writing of this report, the CAO had not completed the review of the application materials submitted by the six organizations listed above. Ms. Joan Lubamersky of the CAO reports that the department intends to complete the review of the application materials and submit a report to the Board of Supervisors on its recommendations regarding whether the applicants are qualified to participate in the City's 1990 annual joint fundraising drive, prior to the April 3, 1990 meeting of the City Services Committee.

6. Section 16.93-4 of the Administrative Code provides that the Board of Supervisors must designate the charitable organizations that will participate in the City's annual joint fundraising drive by May 1st of each year.

Recommendation

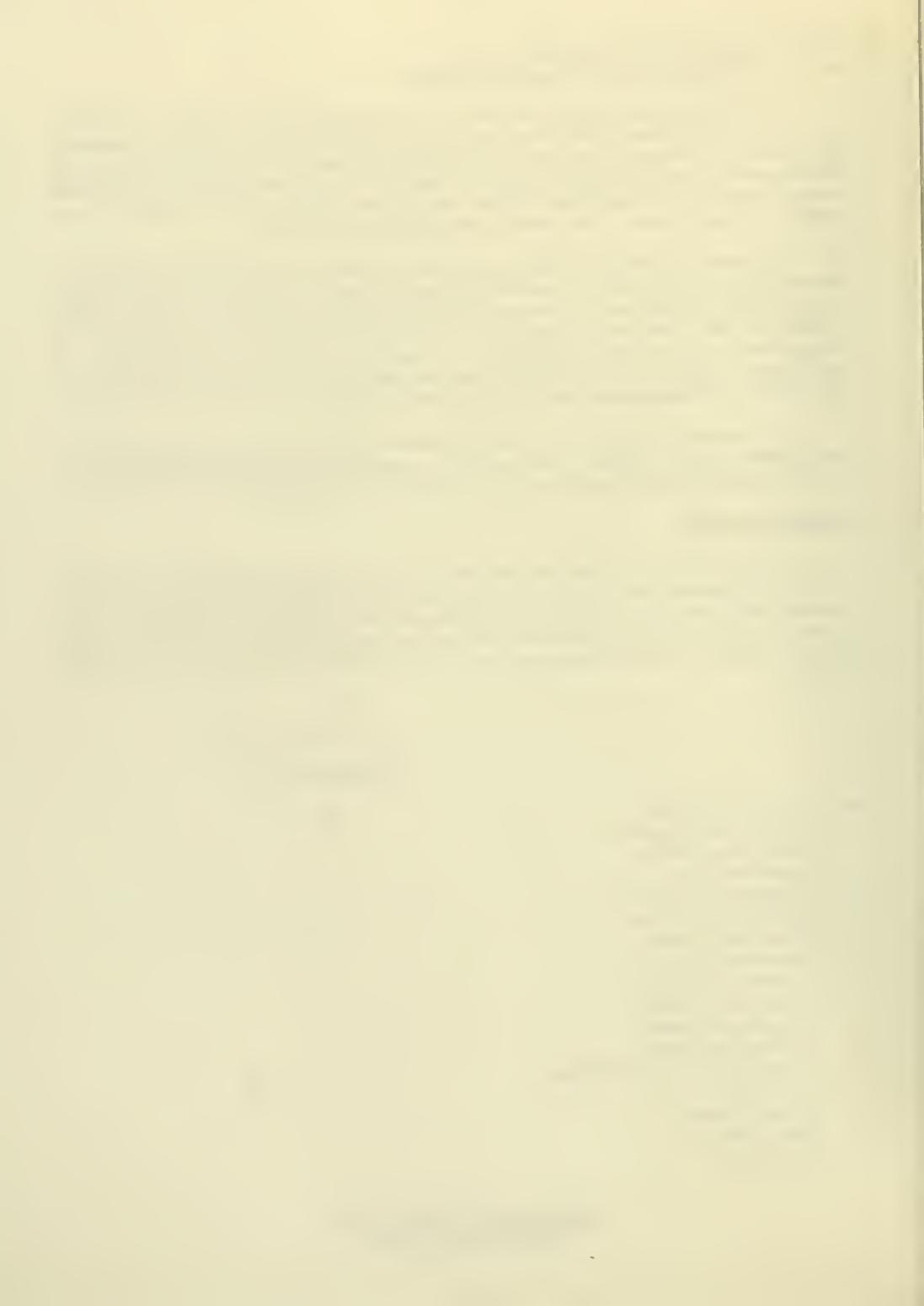
Since the CAO has neither completed its review of the application materials for the six organizations or submitted the report to the Board of Supervisors on its recommendations as to whether the applicants are qualified to participate in the City's 1990 annual joint fundraising drive, the Budget Analyst is unable, at this time, to make a recommendation on the proposed designation of qualified agencies.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST



SAN FRANCISCO BOARD OF SUPERVISORS
CITY SERVICES COMMITTEE

April 3, 1990

The Minutes of this meeting are missing.



APR 12 1990

SAN FRANCISCO
PUBLIC LIBRARYCALENDAR
SPECIAL MEETING OF
CITY SERVICES COMMITTEEBoard of Supervisors
City and County of San Francisco

Monday, April 9, 1990 - 1:00 P.M.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 4-90-12. [Robert Waterhouse Memorial] Resolution urging the Mayor to urge CALTRANS to name the new Greyhound Bus Station at the Transbay Transit Terminal after Robert Waterhouse, the veteran bus driver and union member who tragically lost his life while exercising his legal right to picket. (Supervisor Hongisto)

ACTION: Hearing Held. Amendment of the whole adopted (as presented by Supervisor Hongisto) new title: "Urging the Mayor to urge Caltrans to name the new Greyhound bus station at the Transbay Transit Terminal after Robert Waterhouse, the veteran bus driver and union member who tragically lost his life while exercising his legal right to picket, to adjourn the Board of Supervisors meeting in honor of Robert Waterhouse's memory, and to urge the Mayor to declare May 3, 1990, "Robert Waterhouse Day in San Francisco." Recommended to Board as Committee Report.

2. File 210-90-1. [Retirement Board] Resolution urging the Mayor and the President of the Board of Supervisors to request the Retirement Board to vote its share of AT&T stock against a stockholder proposal to withdraw AT&T funding from organizations that support a woman's right to decide whether she will have an abortion. (Supervisor Hongisto)

ACTION: Hearing Held. Amended in Committee on page 1, line 2, and page 2, line 14, after "Mayor" add "and the President of the Board of Supervisors." new title: "Urging the Mayor and the President of the Board of Supervisors to request the Retirement Board to vote its share of AT&T stock against a stockholder proposal to withdraw AT&T funding from organizations that support a woman's right to decide whether she will have an abortion". Recommended as amended to Board as Committee Report.

CITY AND COUNTY



OF SAN FRANCISCO

Lib. 60-1
Doc Deat
Att: Berry
Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

REVISED

DOCUMENTS DEPT.

April 16, 1990

APR 18 1990

SAN FRANCISCO
PUBLIC LIBRARY**TO:** City Services Committee**FROM:** Budget Analyst**SUBJECT:** April 17, 1990 City Services Committee Meeting (File 206-89-3).

Subsequent to the writing and delivering of our report for the April 17, 1990 meeting of the City Services Committee, the attached documents from the San Francisco Housing Authority, were delivered to the Budget Analyst at 4:35 p.m. on Thursday, April 12, 1990. These attached documents are the SFHA's response to the City Services Committee's April 3, 1990 request and the corresponding request from the Budget Analyst for information regarding SFHA operations. This addendum to our previously issued report details our further analysis of SFHA issues as a result of the information provided by the attached documents.

Paragraph 3 of the Comment section of our previously issued report cites U.S. Department of Housing and Urban Development (HUD) average ratios of employees to units based on "actual experience of a sample of public housing authorities." Those ratios are as follows:

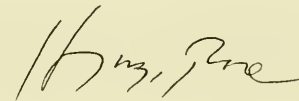
<u>Units</u>	<u>Administrative</u>	<u>Maintenance</u>
1,250 or more	1:65 (one employee for every 65 units)	1:40 (one employee for every 40 units)

Administrative and maintenance staff allocations based on these HUD averages as applied to the SFHA's 6,554 units are as follows:

	<u>6,554 units</u>	
	<u>Administrative Staff</u>	<u>Maintenance Staff</u>
Based on HUD average, SFHA should have	<u>101</u> employees	<u>164</u> employees
SFHA actual No. of staff	181 employees	142 employees
Less: Full time Leased Housing Program (Section 8)	<u>(23)</u> employees	<u>(0)</u> employees
Balance of Employees	<u>158</u>	<u>142</u>
SFHA overage or (deficiency) compared to HUD averages	<u>57</u> employees	<u>(22)</u> employees

According to Mr. Michael Kelly, SFHA Deputy Executive Director for Administration and Finance, 23 of the 181 SFHA administrative staff are assigned full time to the administration of the Leased Housing Program (Section 8), which is in addition to the housing directly owned and managed by the SFHA. Mr. Kelly states that the Section 8 staff administers the leasing of approximately 4,634 privately-owned dwelling units to qualified Section 8 Program participants. Mr. Kelly also states that approximately 47 of the remaining 57 administrative staff expend a portion of their time on the Section 8 Program. However, Mr. Kelly is unable to provide the Budget Analyst with documentation as to the specific portion of time expended by the 47 employees in the Section 8 Program.

Based on HUD averages, the SFHA has an excess of 57 administrative employees and a shortage of 22 maintenance employees.



Harvey M. Rose

Attachments

cc: Supervisor Alioto	Clerk of the Board
Supervisor Hongisto	Chief Administrative Officer
Supervisor Nelder	Controller
President Britt	Carol Wilkins
Supervisor Gonzalez	Ted Lakey
Supervisor Hallinan	
Supervisor Hsieh	
Supervisor Kennedy	
Supervisor Maher	
Supervisor Walker	
Supervisor Ward	

BOARD OF SUPERVISORS
BUDGET ANALYST



SAN FRANCISCO HOUSING AUTHORITY

440 TURK STREET • SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-1200

April 12, 1990

Mr. Harvey Rose
Budget Analyst
1390 Market Street, #1025
San Francisco, CA 94102

Dear Mr. Rose:

Several days after a hearing before the City Services Committee on April 3, Mr. Stan Jones of your staff contacted us by telephone and requested information to respond to a request for analysis by the Committee. At first, the request was fairly simple, involving only two relatively obtainable pieces of information. Shortly thereafter, the request was expanded to seven items now representing a voluminous amount of information covering a wide range of the Authority's operation. Given the amount of work involved in assembling the information we requested a written confirmation of the request so that a record could be established of the request and our compliance. Inexplicably, Mr. Jones declined to put his request in writing and, instead, shortened his request to the original two items. I am told he decided to seek the other items from HUD.

I am enclosing the two items of information requested by Mr. Jones. I do hope your office will appreciate the appropriateness of maintaining a written record so that the nature of the requests and our responses to them are well documented. It has been and continues to be our practice to provide information requested to your office to the best of our ability and in a spirit of mutual cooperation.

Sincerely,

David Gilmore
Executive Director

SAN FRANCISCO HOUSING AUTHORITY
STAFFING SUMMARY
AS OF APRIL 6, 1990

=====

	Total Number of Employees
-----	-----

Full-Time	181
-----------------	-----

Maintenance:

Laborers.....	42	
Custodians.....	43	85
Painters.....	13	
Carpenters.....	19	
Electricians....	4	
Plumbers.....	14	
Glaziers.....	4	
Lino-Layers.....	3	57

Totals...	142	
	===	

Grand Totals....	323
	===
	===



RESOLUTION NO. 3435
DATE ADOPTED: 3/22/90

RESOLUTION APPROVING WRITE-OFF OF VACATED
TENANT ACCOUNTS RECEIVABLE
IN THE AMOUNT OF \$187,021.11

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

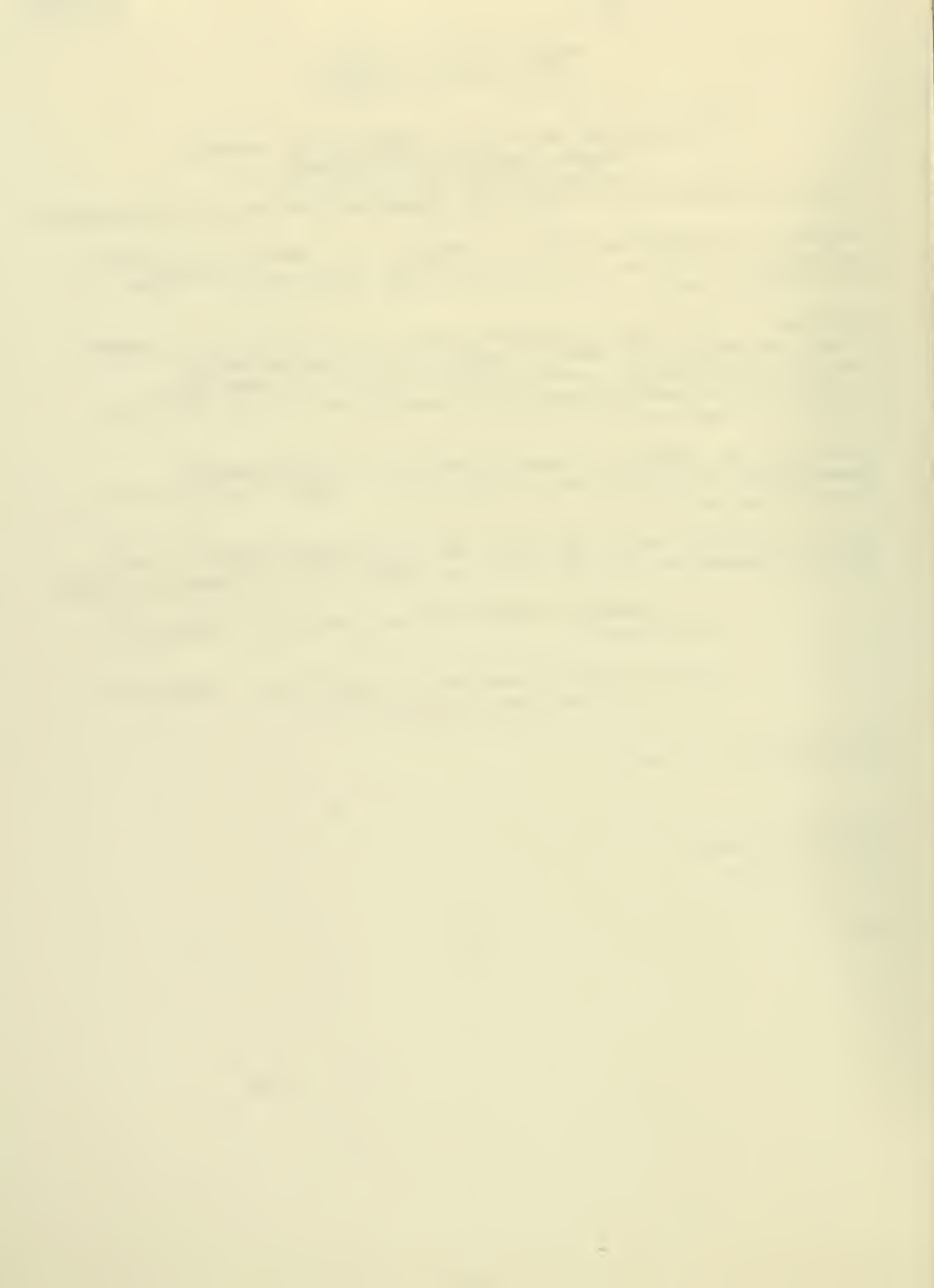
- 1.) The Vacated accounts are approved for write-off as follows:

For the second quarter of Fiscal Year 1989-1990
1990 Debit Balances \$187,021.11.

APPROVED AS TO FORM:

GERALDINE CHAVIS
Legal Counsel

Date



RESOLUTION NO. 3402
DATE ADOPTED: 01/11/90

RESOLUTION APPROVING WRITE-OFF OF VACATED
TENANT ACCOUNTS RECEIVABLE

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

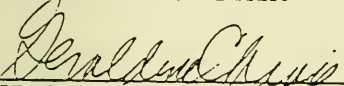
WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

- 1.) The Vacated accounts are approved for write-off as follows:

For the first quarter of Fiscal Year 1989-
1990 Debit Balances \$134,795.46.

APPROVED AS TO FORM:


GERALDINE CHAVIS

Legal Counsel

1/14/90
Date

RECEIVED
JAN 12 1990
FINANCE DEPARTMENT

RESOLUTION NO. 3345
DATE ADOPTED: 9/14/89

RESOLUTION APPROVING WRITE-OFF OF VACATED
TENANT ACCOUNTS RECEIVABLE

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

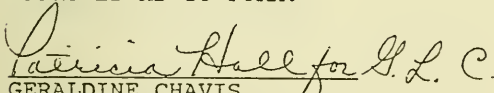
WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

- 1.) The Vacated accounts are approved for write-off as follows:

For the fourth quarter of Fiscal Year 1988-
1989 Debit Balances \$111,342.28.

APPROVED AS TO FORM:


GERALDINE CHAVIS
Legal Counsel

9/6/89
Date

RESOLUTION NO. 3321
DATE ADOPTED: 6/22/89

RESOLUTION APPROVING WRITE-OFF OF VACATED
TENANT ACCOUNTS RECEIVABLE

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

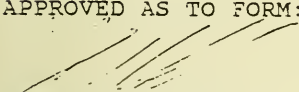
WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

- 1.) The Vacated accounts are approved for write-off as follows:

For the third quarter of Fiscal Year 1988-1989 Debit Balances \$282,624.78.

APPROVED AS TO FORM:



GERALDINE CHAVIS
Legal Counsel

Date

RECEIVED
JUN 27 1989
FINANCE DEPARTMENT

RESOLUTION NO. 3295
DATE ADOPTED: 3/23/89

RESOLUTION APPROVING WRITE-OFF OF VACATED
TENANT ACCOUNTS RECEIVABLE

WHEREAS, HUD Handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

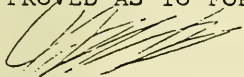
WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

- 1.) The Vacated accounts are approved for write-off as follows:

For the second quarter of Fiscal Year 1988-1989 Debit Balances \$218,187.24.

APPROVED AS TO FORM:



GERALDINE CHAVIS
Legal Counsel

3/11/89

Date

RECEIVED

FINANCE DEPARTMENT



90.16
3
12/90

Actions Taken

CALENDAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

DOCUMENTS DEPT.

APR 19 1990

SAN FRANCISCO
PUBLIC LIBRARY

Tuesday, April 17, 1990 - 2:00 P.M.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Nelder - Items 4 and 5

Clerk: Mary L. Red

1. File 193-90-3. Hearing to consider status of placement of the Goddess of Democracy statue in Portsmouth Square. (Supervisors Alioto, Hsieh)

ACTION: Hearing Held. Continued to call of Chair.

2. File 193-89-11. Hearing to consider recent deaths of four animals at the San Francisco Zoo. (Supervisor Nelder)

ACTION: Hearing Held. Filed.

3. File 206-89-3. Hearing to consider operations of the San Francisco Housing Authority to include, but not be limited to, conduct of public hearings, maintenance and upkeep of units, use of public funds and public housing tenants association. (Supervisor Nelder)

ACTION: Hearing Held. Continued to call of Chair.

4. File 24-89-7. Appealing from decision of the Department of Public Works denying application for a minor sidewalk encroachment permit at 1466-68 Jackson Street for construction of a driveway. (Susie Chin for Kum King Chin)

ACTION: Hearing Held. Continued to call of Chair.

5. File 40-90-3. [Parking of Vehicles] Resolution extending boundaries of Residential Permit Parking Area "S" in the Duboce Triangle Area and adding to the list of streets upon which time limitations shall apply. (Department of Public Works)

NOTE: (18th Street, between Castro and Hartford Streets, south side; 19th Street, between Castro and Hartford Streets, both sides)

ACTION: Hearing Held. Recommended.



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

April 17, 1990

DOCUMENTS DEPT.

APR 19 1990

SAN FRANCISCO
PUBLIC LIBRARY

TO: City Services Committee

FROM: Budget Analyst

SUBJECT: April 19, 1990 City Services Committee Special Meeting

Item 1 - File 12-90-10

1. The proposed resolution would support the clinical testing of RU 486 in the City and County of San Francisco and, if appropriate, its availability to women in San Francisco and California; and would urge the Governor and the State Legislature to allocate adequate funding for testing RU 486.

2. RU 486, a drug which terminates early pregnancy, has been developed and tested in Europe. Although the Federal Food and Drug Administration has not approved clinical testing of the drug in the United States, the State of California retains the independent legal right to test and license drugs for use within the State through a 1987 law that established accelerated State drug testing and licensing procedures for critically needed experimental drugs.

3. According to Dr. Michael Policar of San Francisco General Hospital (SFGH), a group of San Francisco physicians is currently meeting to develop a research outline for testing RU 486 in San Francisco. Dr. Policar indicates that the physicians have just begun meeting and would not be likely to have a research outline or preliminary budget for the testing until the Summer of 1990. Dr. Policar indicates that after the group prepares the research outline, they would still need to 1) secure a funding source, 2) receive approval from the State Food and Drug Bureau of the California Department of Health Services to perform the testing and 3) convince the company in France that markets and distributes RU 486 to release the drug to the physician group in San Francisco. As of December, 1988, the French drug company has suspended distribution of RU 486 outside of France.

4. The California Medical Association has adopted a resolution supporting the legal availability of RU 486 in California for use in appropriate clinical investigation and, if warranted, for use in clinical practice.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 2 - File 194-90-1

1. The proposed item would urge the Mayor to urge the Department of Public Health (DPH) to increase funding for board and care facilities and to develop a long term plan to address the shortage of board and care facilities. The proposed resolution urges the Mayor to urge the DPH to augment by \$19 per client per day the existing State funding rate of \$21 per client per day for a total payment to board and care facilities of \$40 per client per day.

2. According to DPH, the number of private licensed board and care facility beds in San Francisco has declined by 625 (49 percent) from 1,278 beds in 1978 to approximately 653 beds in 1990. Board and care facilities provide three meals per day, and 24-hour care and supervision and medication monitoring for the mentally disabled. Dr. David Werdegard, Director of Health, reports that, due to the shortage of licensed board and care facilities, clients ready for discharge from acute and sub-acute facilities have frequently had to wait for months for a board and care facility bed in the community.

The City currently has a working arrangement with 69 privately-operated board and care facilities in San Francisco for approximately 500 of the 653 available beds for mentally disabled adults with Supplemental Security Income (SSI) and Social Security Disability (SSD) Federal and State entitlements. Mr. John Riggs of DPH indicates that the remaining 153 beds may be occupied by clients with private insurance, veterans and other non-DPH clients. According to Mr. Riggs, the current SSI/SSD reimbursement rate for basic care is approximately \$21 per client per day at a total cost of approximately \$3.8 million annually. The Mental Health Association of San Francisco Residential Care Task Force estimates that a total reimbursement rate for basic services of \$40 per client per day is required to cover the costs of board and care facility operations and to provide a six percent profit for the board and care facility operators, thereby providing an incentive for the board and care operators to maintain and possibly increase the number of board and care beds.

3. Dr. Werdegard reports that the DPH currently uses State SB 155 Supplemental Rate Program funds to supplement the \$21 basic rates of providers to pay for additional services. SB 155 funds, which totalled \$644,401 in FY 1989-90, provide additional dollars for board and care facility operators to provide additional services for clients assessed to be severely mentally ill and in need of these additional services in order to remain in the community at the lowest level of care (in board and care facilities). The City contributes approximately \$72,700 in General Fund monies for this supplemental program, which is \$8,260 more than the 10 percent required match of \$64,440. Although the City contributes General Fund monies for the SB 155 program in which additional services are provided, Dr. Werdegard states that the DPH has not, to date, contributed General Fund money to the SSI/SSD basic reimbursement rate of \$21 unless additional services are provided.

Supplementing the basic rate of \$21 by \$19 for a total reimbursement of \$40 per client per day for the 500 beds would cost approximately \$3.5 million annually

(which would be funded from a source not yet identified) in addition to the SSI/SSD contribution of approximately \$3.8 million annually (\$21 per client per day x 500 beds x 365 days per year), for a total cost of approximately \$7.3 million (\$40 per client per day x 500 beds x 365 days per year) for basic board and care facility beds. If the proposed \$19 increase in the basic rate leads to the development of beds in addition to the existing 500 beds, each added bed would cost DPH \$6,935 more per year (\$19 per client per day x 365 days) in addition to the SSI/SSD \$21 basic rate.

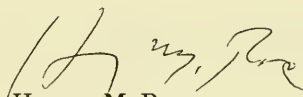
4. Dr. Werdegarr reports that the DPH commends the intent of the proposed legislation to support the residential care resources in the City. However, Dr. Werdegarr indicates that, given current DPH fiscal resources, DPH identification of funding sources to increase the basic rate will be a major problem. Dr. Werdegarr states that the DPH would not be able to meet the proposed new mandate, if approved, without major reductions in other existing services, unless the City were to add resources to the DPH budget.

Comment

The Budget Analyst notes that additional costs, such as the costs associated with Police services for those that are arrested, Sheriff services for those detained in jails, District Attorney services, forensic medical and psychiatric services, acute hospital care or mental health locked facility care, are associated with the care and treatment of those mentally disabled that are unable to enter a board and care facility due to the current shortage of board and care beds. In discussions with the DPH, San Francisco General Hospital and the Sheriff's Department, the Budget Analyst has determined that 1) the costs are varied depending on the type and the length of the service provided and 2) certain costs that are initially incurred by the City for the provision of these services are reimbursed by Federal or State monies. Although the Sheriff's Department reports that the cost of housing an individual in the jail is approximately \$59 per 24-hour period, documentation is not readily available from the other Departments which would provide detailed information regarding the extent of the other types of costs associated with the care and treatment of the mentally disabled and the level to which City General Fund monies would be required to fund these other costs.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

SF
90.16
3
19/90

Calendar Title

CALENDAR
SPECIAL MEETING OF
CITY SERVICES COMMITTEE

DOCUMENTS DEPT.

APR 24 1990

SAN FRANCISCO
PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

Thursday, April 19, 1990 - 10:00 a.m.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 12-90-10. [RU 486] Resolution urging the California Governor and the State Legislature to authorize and ensure adequate funding for testing RU 486. (Supervisor Hallinan)

ACTION: Hearing held. Amendment of the whole adopted (as presented by Supervisor Hallinan), same title.
Amended in Committee (see file for details).
Recommended as amended to Board as Committee Report.

2. File 194-90-1. [Board and Care Facilities] DRAFT Resolution urging the Mayor to urge the Health Department to increase funding for board and care facilities, to develop longterm plan to address shortage of board and care facilities. (Supervisors Maher, Alioto)

ACTION: Hearing held. Resolution adopted (as presented by Supervisor Maher) new title: "Urging Mayor to urge the Health Department to increase funding for board and care facilities for the mentally ill, to develop longterm plan to address shortage of board and care facilities for the mentally ill." Recommended to Board as Committee Report.

16
0
CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

April 27, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: May 1, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

MAY 1 1990

SAN FRANCISCO
PUBLIC LIBRARY

Item 1 - File 128-90-1

1. This item is a hearing to consider the pressing need for City agencies, private businesses, and residents of the City and County to address the problem of hazardous material use, storage, and disposal.

2. The Board of Supervisors adopted, in 1983, the Hazardous Materials Permit and Disclosure Ordinance (HMPDO), which requires the disclosure of information on the storage, use, and disposal of hazardous materials in the City. The HMPDO also requires that a permit be issued to anyone storing more than the specified quantities of hazardous substances at any given time. This ordinance applies to both public and private agencies.

3. The City ordinance also provides for civil penalties for noncompliance with the ordinance of up to a maximum of \$500 per day. Intentional violations of the ordinance are considered misdemeanors punishable by fines of up to \$500 per day, or jail sentences of up to one year, or both.



4. The Fire Department was initially responsible for implementing and enforcing the requirements of the ordinance. However, that responsibility was subsequently transferred to the Health Department in 1986. The Hazardous Materials Permit Program (HMPP) of the Bureau of Toxics and Safety Services of the Department of Public Health was then established to enforce the requirements of the HMPDO. HMPP is currently staffed with 15 positions, consisting of one Hazardous Materials Program Manager, three Senior Environmental Health Inspectors, five Environmental Health Inspectors, one Fire Safety Inspector II, one Data Entry Operator, two Secretaries, and two Industrial Hygienists. Of these positions, one Industrial Hygienist position and two Environmental Health Inspector positions are vacant due to attrition. The budget for the operation of the HMPP is approximately \$850,000 per year, according to Bill Lee, the Director of Toxics and Safety Services.

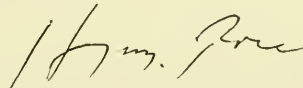
5. The HMPP has estimated that the number of private businesses that would require an inspection and permit as required by the HMPDO is 10,674. In addition, HMPP has identified 481 facilities maintained by 11 major departments in the City that would require an inspection, and of these 481 facilities, about half would require a permit under the ordinance. To date, HMPP has received approximately 2,000 applications for permits from private sources, inspected 1,250 sites, and issued permits to 450 private business facilities. With respect to City maintained facilities, 19 facilities have submitted permit applications. The HMPP has inspected 13 sites, and issued a permit to one facility managed by the Purchasing Department. Once issued, permits are reissued on an annual basis, and facilities with permits are subject to an annual inspection by HMPP inspectors.

6. In order for private businesses and City departments to meet the requirements of the HMPDO, applicants for permits must:

- Submit and maintain an inventory list of all hazardous materials used and stored on site;
- Maintain a complete collection of Material Safety Data Sheets, which describe the hazardous materials on inventory;
- Prepare and submit map of each of its facilities showing the location of all hazardous materials, fixed equipment, emergency supplies, and emergency exits and other necessary items;
- Properly label all containers that hold hazardous materials;
- Prepare an emergency response plan for each facility;
- Submit all required fees.
- Maintain a complete collection of Material Safety Data Sheets, which describe the hazardous materials on inventory;

According to HMPP, 50 percent of the major City departments' facilities have completed 50 percent of the work required to obtain a permit.

7. HMPP is also responsible for the implementation of 14 other State and federal laws and regulations concerning hazardous materials. A short synopsis of these laws and regulations is contained in the attachment.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

APPENDIX B

Overview of Hazardous Materials Legislation

- AB 2185, AB 2187, AB 2189: State "Community Right-to-Know" (CRTK) laws, similar to HMPDO. Businesses storing hazardous materials above threshold quantities required to submit business plans (inventory, emergency response and training plans, etc.). Also addresses public disclosure, trade secrets and unauthorized releases. AB 2187 adds data management system requirements. AB 2189 expands scope to cover state agencies, including universities, and brings state law into closer accord with federal law.
- AB 3777: Establishes requirements for "Risk Management Prevention Programs" (RMPP's), and applies to businesses storing any of 366 "acutely hazardous" materials above CRTK threshold quantities. Extremely detailed and complex, RMPP's include hazards & operability (HazOp) studies, off-site consequences analyses, dispersion modeling, fault-tree analyses, etc.
- AB 3205: Requires compliance with business plan and/or RMPP requirements before issuance of certificates of final occupancy or issuance of building permits if construction is within 1,000 feet of a school.
- AB 790: Expands on AB 3205, in regards to specified project applications, definitions, and reporting requirements. The administering agency (AA) is to consult with and advise the school district re emissions and releases within 1/4 mile of a school. AA's must also supply hazardous materials information to consultants approving environmental impact reports.
- AB 2132: Modifies AB 3777. The AA is to determine the risk associated with use of acutely hazardous materials, and rank each use of AHM's for relative risk. Regulates amounts ≥ threshold planning quantities (Title III). If required, RMPP's are to consider proximity to residential areas and child-care centers. A prescribed 2-stage ranking procedure is mandated.

(continued)

- Title III (SARA): Federal community right-to-know legislation which is similar to local and state requirements, but with significant differences. Information required and a number of reporting formats are different as well as the agencies involved, and the focus is more in regards to regional chemical emergency response and preparedness.
- EPA-UST regulations, AB 1030 and SB 299: Major revisions to existing underground storage tank laws. AB 1030 brings state law into closer accord with the newer, more comprehensive federal law by incorporating many of the EPA requirements. Areas covered include UST construction, tank upgrades, corrective actions, cost recovery, etc. SB 299 addresses cleanup of leaking underground tank sites and financial responsibility issues.
- AB 1081: Allows exemptions for nitrous oxide and oxygen in offices of doctors, dentists, podiatrists, pharmacists and vets in quantities < 1,000 cu. ft. Also allows exemptions for certain hazardous materials, handlers and consumer products under specified conditions. AA's role largely elective.
- AB 854: Requires the State Environmental Affairs Agency (EAA) to develop a guidance manual as part of a process to streamline data collection and reporting. May result in a single filing date and mandated comprehensive reporting form.
- AB 1728: Requires the State EAA to establish systems and procedures for collecting, storing and distributing hazardous materials data. EAA is to develop a standard system for the classification of hazardous materials. This is currently being done in California only by the City and County of San Francisco.

3F
10.15
#3
5/1/90

CALENDAR - 1990
SPECIAL MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, May 1, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Supervisor Hongisto - Items 3 through 6
Absent: Supervisor Nelder - Items 1 and 2

DOCUMENTS DEPT.

Clerk: Mary L. Red

MAY 3 1990

SAN FRANCISCO
PUBLIC LIBRARY

1. File 128-90-1. Hearing to consider the pressing need for City agencies, private businesses and residents of the City and County to address the problem of hazardous material use, storage and disposal. (Supervisor Hallinan)

ACTION: Hearing held. Consideration continued to call of Chair.

2. File 270-90-6. Hearing to consider establishing a city-wide neighborhood earthquake preparedness program. (Supervisor Alioto)

ACTION: Hearing held. Consideration continued to call of Chair.

3. File 9-90-1. [Street Acceptance] Ordinance accepting roadways, including curbs, of portion of Fulton Street from Stanyan Street to Ninth Avenue, inclusive. (Department of Public Works)

ACTION: Hearing held. Recommended.

4. File 34-90-1. [Width of Sidewalk] Ordinance amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalk" by adding thereto Section 1500 Changing the official width of sidewalk on the east side of Portola Drive between Teresita and O'Shaughnessy Boulevards, and making findings pursuant to City Planning Code Section 101.1. (Public Works Department)

Action: Hearing held. Recommended.

5. File 10-90-1. [Permit] Resolution granting revocable permission to Swinerton and Walberg, Builders, to temporarily close and occupy the sidewalk and occupy a portion of Kearny Street during construction operations at 600 California Street (Block 241, Lot 3). (Department of Public Works)

ACTION: Hearing held. Recommended.

6. File 24-90-2. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit No. 90MSE-022 for property located at 1564-1568 Clay Street to install a driveway. (Joan Orsi)

ACTION: Hearing held. Consideration continued to call of Chair.

PUBLIC LIBRARY (2)
DOCUMENTS DEPT.
CIVIC CENTER



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

May 10, 1990

TO: City Services Committee

DOCUMENTS DEPT.

FROM: Budget Analyst [Recommendations]

MAY 15 1990

SUBJECT: May 15, 1990 City Services Committee Meeting.

SAN FRANCISCO
PUBLIC LIBRARY

Item 1 -File 10-90-2

Department: Department of Public Works (DPW)

Item: Resolution granting revocable permission to Saint Francis Memorial Hospital (SFMH) to encroach upon City property to install two Pacific Gas & Electric (PG&E) underground transformer vaults under the sidewalk in order to service the hospital.

Description: The proposed resolution would grant permission to SFMH to encroach upon City property to install and maintain two PG&E underground transformer vaults under the sidewalk on the south side of Bush Street, east of Hyde Street, fronting 1199 Bush Street, Assessor's Block 280, Lot 31 (see attachment).

According to PG&E, the project site is within the transformer radial network. PG&E requires an underground vault which will accommodate two transformers. The proposed transformer vault will be located below the sidewalk along Bush Street. The proposed transformer vault is designed in accordance with the City's 1984 Building Code and with PG&E requirements. In addition, the transformer vault is designed such that it will not interfere with any existing City utility lines nor services and the proposed location will minimize adverse impacts on existing construction.

The Board of Supervisors may revoke the permission at will. In addition, permission would automatically be terminated if SFMH failed to continue insurance protection for the encroachment. The proposed resolution would also adopt City Planning Department findings that the proposed encroachment is consistent with the eight priority policies of Planning Code Section 101.1.

The permission would not become effective until SFMH had executed a street encroachment agreement and until the Controller had reviewed the insurance policy of SFMH for the encroachment.

SFMH will, at their own cost and expense, maintain in full force and effect liability insurance of not less than \$2,000,000 to cover all operations including this encroachment and contractual liability assumed under this agreement with respect to bodily injuries, personal injuries and property damage. Such insurance shall name the City and County of San Francisco employees and officers jointly and severally as additional insured. The insurance shall also act as primary insurance with the stipulation that no other insurance effected by the City will be called on to contribute to a loss covered in this policy.

The Board of Supervisors would reserve the right to charge SFMH a permit or rental fee, although presently undetermined as to an amount, for the encroachment on public property. In addition, SFMH would be responsible for procuring the necessary permits and paying for the necessary permit and inspection fees for the installation of the underground vaults before starting work, and would assume all costs for maintenance and repair of the encroachments at no cost or obligation to the City. No structure would be erected or constructed in the subject area except as specifically permitted by DPW.

Comments:

1. According to Mr. Nick Elsner of DPW, SFMH has executed a street encroachment agreement and has certified that they possess the necessary insurance for the encroachment. DPW reports that a public hearing was held on March 9, 1990 on the proposed encroachment and no objections were made to the project. DPW also reports that the Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT) has approved the requested encroachment.
2. The City Planning Department, by letter dated February 21, 1990, has declared that the proposed encroachment is in conformance with the Master Plan and is consistent with the

BOARD OF SUPERVISORS
BUDGET ANALYST

eight priority policies of the City Planning Code Section 101.1.

3. Mr. Elsner advises that SFMH has paid a permit processing fee of \$800. Mr. Elsner also advises that the amount of the inspection fee and any other fees will be determined based on SFMH's construction cost estimates, which have not yet been determined. The inspection fee would be 7.5 percent of the construction cost.

4. As noted earlier, the Board of Supervisors would reserve the right to charge SFMH a permit or rental fee for the encroachment on public property. According to Mr. Harry Quinn of the Real Estate Department, the City Attorney, DPW and the Real Estate Department continue to assess the feasibility of charging rent for encroachments on public property. Once the feasibility of the rent has been established, the policy for charging such rent and the mechanism for implementing the policy would require Board of Supervisors approval before any rent for encroachment could be charged.

Recommendation: Approve the proposed resolution.

SCALE: 1" =

ST.

HYDE

LEAVENWORTH ST.

AB 277

25

21 22 23 4

5

7

6

GA

BUSH ST.

31

19

24

25

26

27

28

29

30

2

18

AB 280

3

17

12

11

9

8

4

16

14

13

7

SUTTER ST.

12

13

14

15

22

18

19

20

11

AB 300

300 FT. RADIUS
AB 280, LOT
1199 BUSH ST.

PREPARED BY: ED FONG
782 27-11

Item 4 - File 218-90-1

- Department:** Department of Public Works (DPW)
- Item:** Resolution changing the certified mileage of maintained county roads in the City and County of San Francisco; and repealing resolution No. 860-85.
- Description:** Chapter 3, Section 2121 of the State Streets and Highways Code requires that counties submit to the State of California's Department of Transportation a record of all county maintained roads, including names of streets and total mileage. The mileage of county maintained roads reported by the counties is then certified by the State Controller. If the counties wish to make any additions or exclusions to this record, the State requires that counties submit such additions or exclusions in May of each year.
- The proposed resolution would request a change of the total mileage of roads maintained by the City and County of San Francisco and reported to the State Department of Transportation. Currently, as certified by the State Controller, DPW maintains 849.9 miles of county roads. DPW has requested that the mileage of maintained county roads reported to the State be increased by 0.5 miles to 850.4 miles.
- The resolution also repeals Resolution No. 860-85, dated September 23, 1985, which documents the last mileage change requested by the City and County to the State.
- Comment:** Mr. Vitaly Troyan of DPW reports that the county road mileage reported to the State is used to determine allocations of gas tax funds to counties. The City and County receives approximately \$5 million per year in gas tax revenues. Mr Troyan further reports that the 0.5 mile increase in reported mileage would result in a negligible increase in gas tax revenues received from the State.
- Recommendation:** Approve the proposed resolution.

Item 5 -File 87-90-1

1. The proposed resolution would approve the 1990 Five-Year Combined Road Plan Program totalling \$30,321,000 of which \$24,727,000 is Federal Aid Urban (FAU) System Program funds, \$3,980,000 is local match funds and \$1,614,000 is local design costs. Funding for the local match requirements as well as the local design costs is included in the budgets of the requesting departments each program year. The local match would come from a combination of State Gas Tax revenues and 1987 Street Improvement Bond funds.

2. The San Francisco Combined Road Plan (CRP) was previously known as the Federal Aid Urban (FAU) Program.

3. The Federal Highway Administration requires that a five-year program of highway and transit improvements be developed in order for a community to receive FAU Funds. The five-year program is reviewed and updated annually and must be approved by the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (CalTrans). The 1990 program includes the five year period from October 1, 1990, through September 30, 1995.

4. The CRP Program was developed by the San Francisco Combined Road Plan Committee (previously known as the Federal Aid Urban Committee) and has been recommended for approval by the Transportation Policy Group composed of the Director of Public Works, the General Manager of Public Utilities, and the Director of City Planning. The San Francisco Combined Road Plan Committee includes the City Engineer and a representative from the Public Utilities Commission, Department of City Planning, Port Commission and CalTrans.

5. FAU funds are used for a variety of street and transit projects including installation of traffic signals, repaving of roadways and reconstruction of Municipal Railway facilities. These funds are allocated to projects in four categories: Streets Only, Streets/Transit, Transit Only and Special Projects. The only Special Project identified in the current plan as a carryover project is the construction of a new interchange for Interstate I-280 near Islais Creek.

6. Projects for which funds are expected to be committed by September 30, 1990 are also included in the first year program so that, in the event of unexpected delays in funding commitments, the projects may be completed.

7. Projects for which funds have not been committed cannot be approved unless the projects are included in the CRP program in effect at that time. Projects included in the first two years of the program can be approved for funding during the coming fiscal year.

8. Although the FAU funds require local matches of approximately 17 percent, approval of the five-year plan does not obligate local funds since the Board of Supervisors must approve resolutions authorizing the Chief Administrative Officer and the Director of Public Works (for street projects) or the Public Utilities Commission (for transit projects) to enter into agreements with the State for specific

projects on a project-by-project basis. According to Mr. Vit Troyan of DPW Engineering, legislation to appropriate the local match for projects identified in the subject 1990 Five-Year Combined Road Plan Program would be submitted in the future to the Board of Supervisors. Presently, the Finance Committee is reviewing legislation to approve the application for FAU funds and the release of 1987 Street Improvement Bond funds related to last year's Five-Year Combined Road Plan Program.

9. Over \$ 50 million in FAU funds have been apportioned to the City from FY 1973-74 through FY 1989-90 of which all be \$10,077,000 has been allocated. This balance is to be carried forward into the 1990 program.

Comment

Attachment I provides a summary of the 1990 Five-Year Combined Road Plan (CRP) Program. Attachment II provides detail of the projects in the first year of the 1990 Five-Year CRP Program.

Recommendation

Approve the proposed resolution.

**Five-Year CRP Program
October 1, 1990 - September 30, 1995**

	<u>FAU</u>	<u>Local Match</u>	<u>Local Design Cost</u>	<u>Total Project Cost</u>
<u>Carryover Projects</u>				
Streets Only	\$5,471,000	\$889,000	\$593,000	\$6,953,000
Transit Only	2,374,000	336,000	-	2,710,000
Streets/Transit	168,000	27,000	22,000	217,000
Special Projects	<u>2,064,000</u>	<u>336,000</u>	<u>-</u>	<u>2,400,000</u>
Total Carryover Projects	\$10,077,000	\$1,588,000	\$615,000	\$12,280,000
<u>First Year (F.Y. 1990-91)</u>				
Streets Only	1,875,000	305,000	204,000	2,384,000
Transit Only	1,055,000	172,000	-	1,227,000
Streets/Transit	-	-	-	-
Special Projects	-	-	-	-
Total First Year	<u>\$2,930,000</u>	<u>\$477,000</u>	<u>\$204,000</u>	<u>\$3,611,000</u>
<u>Second Year (F.Y. 1991-92)</u>				
Streets Only	1,875,000	306,000	203,000	2,384,000
Transit Only	1,055,000	172,000	-	1,227,000
Streets/Transit	-	-	-	-
Special Projects	-	-	-	-
Total Second Year	<u>\$2,930,000</u>	<u>\$478,000</u>	<u>\$203,000</u>	<u>\$3,611,000</u>
<u>Third Year (F.Y. 1992-93)</u>				
Streets Only	1,875,000	308,000	198,000	2,381,000
Transit Only	1,055,000	172,000	-	1,227,000
Streets/Transit	-	-	-	-
Special Projects	-	-	-	-
Total Third Year	<u>\$2,930,000</u>	<u>\$480,000</u>	<u>\$198,000</u>	<u>\$3,608,000</u>
<u>Fourth Year (F.Y. 1993-94)</u>				
Streets Only	1,875,000	308,000	198,000	2,381,000
Transit Only	1,055,000	172,000	-	1,227,000
Streets/Transit	-	-	-	-
Special Projects	-	-	-	-
Total Fourth Year	<u>\$2,930,000</u>	<u>\$480,000</u>	<u>\$198,000</u>	<u>\$3,608,000</u>
<u>Fifth Year (F.Y. 1994-95)</u>				
Streets Only	1,875,000	305,000	196,000	2,376,000
Transit Only	1,055,000	172,000	-	1,227,000
Streets/Transit	-	-	-	-
Special Projects	-	-	-	-
Total Fifth Year	<u>\$2,930,000</u>	<u>\$ 477,000</u>	<u>\$ 196,000</u>	<u>\$ 3,603,000</u>
<u>Total Five-Year Program</u>	<u>\$24,727,000</u>	<u>\$3,980,000</u>	<u>\$1,614,000</u>	<u>\$30,321,000</u>

CRP PROGRAM
FIRST YEAR (F.Y. 1990-91)

STREETS ONLY PROJECTS	FAU \$	LOCAL MATCH \$	DESIGN COST \$	PROJECT COST \$	YEAR SCHEDULED IN PREVIOUS PROGRAM
1. Wheelchair Ramps - Various Locations	\$100,000	\$16,000	\$12,000	\$128,000	Same
2. Pine Street - Battery Street to Presidio Avenue - Resurfacing	\$623,000	\$97,000	\$65,000	\$760,000	Same
3. Alemany Boulevard - Bayshore Boulevard to Folsom Street	\$120,000	\$20,000	\$12,000	\$152,000	New
4. Irving Street - Arguello Boulevard to 9th Avenue	\$98,000	\$16,000	\$10,000	\$124,000	New
5. Presidio Avenue - Pacific Avenue to Geary Boulevard - Resurfacing	\$181,000	\$30,000	\$20,000	\$231,000	Same
6. Lake Street - Arguello Boulevard to 14th Avenue - Resurfacing	\$322,000	\$52,000	\$35,000	\$409,000	Same

(First Year Continued)

March, 1990

STREETS ONLY PROJECTS	FAU \$	LOCAL MATCH \$	DESIGN COST \$	PROJECT COST \$	YEAR SCHEDULED IN PREVIOUS PROGRAM
-----------------------	--------	----------------	----------------	-----------------	------------------------------------

7. Gilman Avenue - 3rd Street to Hunters Point Expressway - Resurfacing	\$431,000	\$70,000	\$47,000	\$548,000	Same
---	-----------	----------	----------	-----------	------

8. FAU Streets - Various Locations	\$25,000	\$4,000	\$3,000	\$32,000	New
------------------------------------	----------	---------	---------	----------	-----

SUBTOTALS	\$1,875,000	\$305,000	\$204,000	\$2,384,000	
-----------	-------------	-----------	-----------	-------------	--

TRANSIT ONLY PROJECTS

9. MUNI storage, Maintenance & Other Facilities - Expansion, Rehabilitation & Improvements	\$1,055,000	\$172,000	(1)	\$1,227,000	Same
--	-------------	-----------	-----	-------------	------

SUBTOTALS	\$1,055,000	\$172,000		\$1,227,000	
-----------	-------------	-----------	--	-------------	--

FY 1990-91 TOTALS	\$2,930,000	\$477,000	\$204,000	\$3,611,000	
-------------------	-------------	-----------	-----------	-------------	--

(1) Design Cost to be Included in FAU Participation (86.44% FAU, 13.56% Local Match)



Item 7 - File 206-89-3

Note: This item was continued from the City Services Committee meeting of April 17, 1990.

1. This item is a hearing to consider operations of the San Francisco Housing Authority to include the conduct of public hearings, maintenance and upkeep of units, use of public funds, public housing tenants associations and other operational issues.

2. The San Francisco Housing Authority (SFHA) continues to be designated an "operationally troubled" housing authority by the U. S. Department of Housing and Urban Development (HUD) which, according to HUD, results from SFHA's failure to meet certain basic minimum management performance standards.

3. SFHA's 1989-90 current Operating Budget is as follows:

Estimated Revenues	
Rent & Other Operating Receipts	\$15,499,450
HUD Subsidy	<u>13,379,827</u>
Total Revenues	\$28,879,277
Estimated Expenditures	<u>27,240,570</u>
Balance of Estimated Revenues Over Estimated Expenditures	1,638,707
HUD Debt Payback (see below)	<u>1,275,000</u>
SFHA Operating Reserve	\$ 363,707

4. The HUD Debt Payback of \$1,275,000 reduces the total SFHA debt to HUD from \$2,514,527 to \$1,239,527, to be paid back in future years.

5. SFHA does not receive any General Funds for its operations. However, an annual payment to the City entitled Payment in Lieu of Taxes (PILOT) has been waived by the Board of Supervisors over the past several years because of the financial plight of the SFHA. In August of 1989, the Board of Supervisors approved Resolution File 161-89-5 waiving an estimated \$802,152 in PILOT funds for fiscal year 1989-90. For fiscal year 1988-89, the Board of Supervisors waived an estimated \$784,628 in PILOT funds.

6. On December 14, 1989, Mr. David Gilmore, the new SFHA Executive Director, provided the San Francisco Housing Authority Commission an assessment of current SFHA conditions and a series of recommendations for needed management improvements aimed at restoring the SFHA to a sound condition within a reasonable period.

7. The SFHA Commission approved a staff reorganization plan in November 1989 (see Attachment 1). The reorganization plan establishes two new Deputy Executive Director positions, eliminates four Director positions, redefines the Facilities Management Unit into a Planning and Construction Division, and relocates the function of Personnel and Labor Relations to the Executive Office, among its major changes.

8. In his first six-month assessment of the SFHA, Mr. Gilmore identified two strategies to preserve existing public housing units: the preservation of stable developments; and the reconstruction of the more distressed, decaying developments. Attachment 2 provides a recent inventory of all SFHA developments, totalling 6,554 units. This inventory was revised from the SFHA Golden Anniversary Report (1938-1988).

9. Mr. Gilmore has designated nine distressed developments for which a dramatic program of reconstruction is needed. These developments are Potrero Annex, Potrero Terrace, Sunnysdale, Westbrook Apartments, Bernal Dwellings, Valencia Gardens, Hunters View, Alemany and Hayes Valley. Two of these developments, Sunnysdale and Alemany, will be reconstructed with HUD Comprehensive Modernization funds. Funding sources for the reconstruction of the seven other designated distressed developments have not been determined.

10. In addition, Yerba Buena Plaza West will be completely rebuilt with a combination of HUD and City funds. The City funds total \$2.9 million from the Housing Affordability Fund, which originally provided \$10 million from the General Fund in 1985 for housing development. These funds are separate from the funds currently on reserve for housing affordability activities. Yerba Buena Plaza East, companion project to Yerba Buena Plaza West, has not been considered a distressed development by the SFHA.

11. Mr. Gilmore has also identified the following six management initiatives to improve the condition of the SFHA project developments:

- Resident management will be encouraged under the right circumstances, testing the capacity of tenants to take control of important aspects of their lives.
- Resident business initiatives with the formation of resident-operated non-profit companies will be undertaken which, with tenant labor, can perform a number of essential non-management functions such as grounds keeping, landscaping, household moving and cleaning services.

- Private management in specific managerial areas of selected developments will be fostered. Testing SFHA management capacity against the performance of others would be healthy and should serve the interest of the tenants.
- Decentralization of management staff will be implemented to react to local service requests in a more timely fashion.
- Management training to prepare for greater decentralization of management staff will be accomplished to employ local vested new authority effectively and properly use and maintain those resources placed in their charge.
- Admissions Policies and Procedures will be reorganized to streamline the housing application process, merge the vacancy/re-occupancy process and eliminate subjective placement.

12. As reported above, the SFHA identified a total of 6,554 housing units in their current revised inventory (Attachment 2). Presently, the SFHA is reporting a total of 6,488 units of which 6,105 are occupied and 383 are vacant (Attachment 3). The difference of 66 units (6,554 - 6,488) falls into the categories of mothballed and non-residential uses such as offices and child care facilities.

13. In December of 1989, Mr. Gilmore reported that vacancies had been reduced a total of 195 units from 600 to 405 (33%) during his first six months as Director (an average of 32.5 units per month). During the last five months, as reported by the SFHA on May 7, 1990, vacancies have been reduced an additional 22 units from 405 to 383 (an average of approximately 4.4 units per month). Mr. Gilmore advises that the SFHA is committed to the effective elimination of vacancies by the end of September, 1990, allowing for a normal "turnover" vacancy rate of two percent. A two percent vacancy rate would be a total of 130 units (2% times 6,488). Under these circumstances the SFHA would have to reduce vacancies an additional 253 units (383 - 130) over the next five months (approximately 51 units per month) to achieve the top goal as enumerated by the Mayor and the SFHA Commissioners.

14. Between 1980 and 1990 there was a net loss of 568 housing units (from 7,122 units to 6,554 units) under the jurisdiction of the San Francisco Housing Authority. This included a net loss of 705 family units and a net gain of 137 elderly units as follows:

<u>Projects Gaining or Losing Units</u> <u>(1980 - 1990)</u>	<u>Family</u>	<u>Elderly</u>	<u>Total</u>
Sunnydale	(5)		(5)
Potrero Annex	(13)		(13)
Alemanys	(6)		(6)
Hunters Point A	(91)		(91)
Hunters Point B	(100)		(100)
Yerba Buena Plaza West*	(332)		(332)
Hunters View	(52)		(52)
Alice Griffith	(98)		(98)
Rosa Parks Apartments		(13)	(13)
Hayes Valley	(16)		(16)
227 Bay Street		1	1
939 Eddy Street (new)		36	36
951 Eddy Street (new)		24	24
430 Turk Street (new)		89	89
Joan San Jule Apartments (new)	<u>8</u>		<u>8</u>
Total	(705)	137	(568)

* a total of 332 units demolished at Yerba Buena Plaza West will be replaced with 203 new units currently under construction.

15. The SFHA has provided information on the write-off of delinquent vacated tenant accounts receivable for the past year by calendar quarters as follows:

<u>Period</u>	<u>Amount</u>
April 1989 - June 1989	\$282,625
July 1989 - September 1989	111,342
October 1989 - December 1989	134,795
January 1990 - March 1990	<u>187,021</u>
Total Write-Offs (Past Year)	\$715,783

Memo to City Services Committee
May 15, 1990 City Services Committee Meeting

16. According to the U.S. Department of Housing and Urban Development (HUD) handbook titled "Field Office Monitoring of Public Housing Agencies", dated February 1990, average ratios of employees to units, based upon actual experience of a sample of public housing authorities, are as follows:

<u>Units</u>	<u>Administrative</u>	<u>Maintenance</u>
1,250 or more	1:65 (One employee for every 65 units)	1:40 (One employee for every 40 units)

Administrative and maintenance staff allocations based on these HUD averages as applied to the SFHA's 6,554 units are as follows:

	<u>Administrative Staff</u>	<u>Maintenance Staff</u>
Based on HUD average, SFHA should have	<u>101*</u> employees	<u>164</u> employees
SFHA actual No. of staff	181 employees	142 employees
Less: Full time Leased Housing Program (Section 8)	<u>(23)</u> employees	<u>(0)</u> employees
Balance of Employees	<u>158</u>	<u>142</u>
SFHA overage or (deficiency) compared to HUD averages	<u>57</u> employees	<u>(22)</u> employees

*Includes clerical staff.

According to Mr. Michael Kelly, SFHA Deputy Executive Director for Administration and Finance, 23 of the 181 SFHA administrative staff are assigned full time to the administration of the Leased Housing Program (Section 8), which is in addition to the housing directly owned and managed by the SFHA. Mr. Kelly states that the Section 8 staff administers the leasing of approximately 4,634 privately-owned dwelling units to qualified Section 8 Program participants. Mr. Kelly also states that approximately 47 of the remaining 57 administrative staff expend a portion of their time on the Section 8 Program. However, Mr. Kelly is unable to provide the Budget Analyst with documentation as to the specific portion of time expended by the 47 employees in the Section 8 Program.

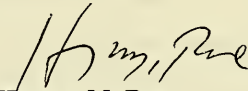
Based on HUD averages, the SFHA has an excess of 57 administrative employees (excluding clerical staff) and a shortage of 22 maintenance employees.

17. The Budget Analyst contacted three operators of large private apartment complexes. These operators reported significantly less administrative and maintenance staff than would result from using HUD averages. For example, one large rental complex of 3,483 units reported a total of 23 administrative positions and 50 maintenance positions. HUD averages for such a complex would be approximately 54 administrative positions and 87 maintenance positions.

18. The Public Housing Authority Profile, a blank copy of which is attached (Attachment 4), should provide significant information accumulated over a five-year period. PHA profiles for the Housing Authorities of the City of Oakland, Contra Costa County, Fresno County, and San Mateo County have also been requested from HUD in order to compare operating and staff ratios and percentages to those of the SFHA.

19. The SFHA has provided the Budget Analyst an Administrative Staff Listing (Attachment 5) identifying 57 staff with a salary range between \$42,647 and \$106,540 as determined by the top step. The median income from the list of salaries is \$51,026.

20. The SFHA has also provided the Budget Analyst a description of maintenance craft costs (Attachment 6) which identifies 132 craft positions for a total annual salary cost of \$5,280,884 or an average salary of \$40,007.



Harvey M. Rose

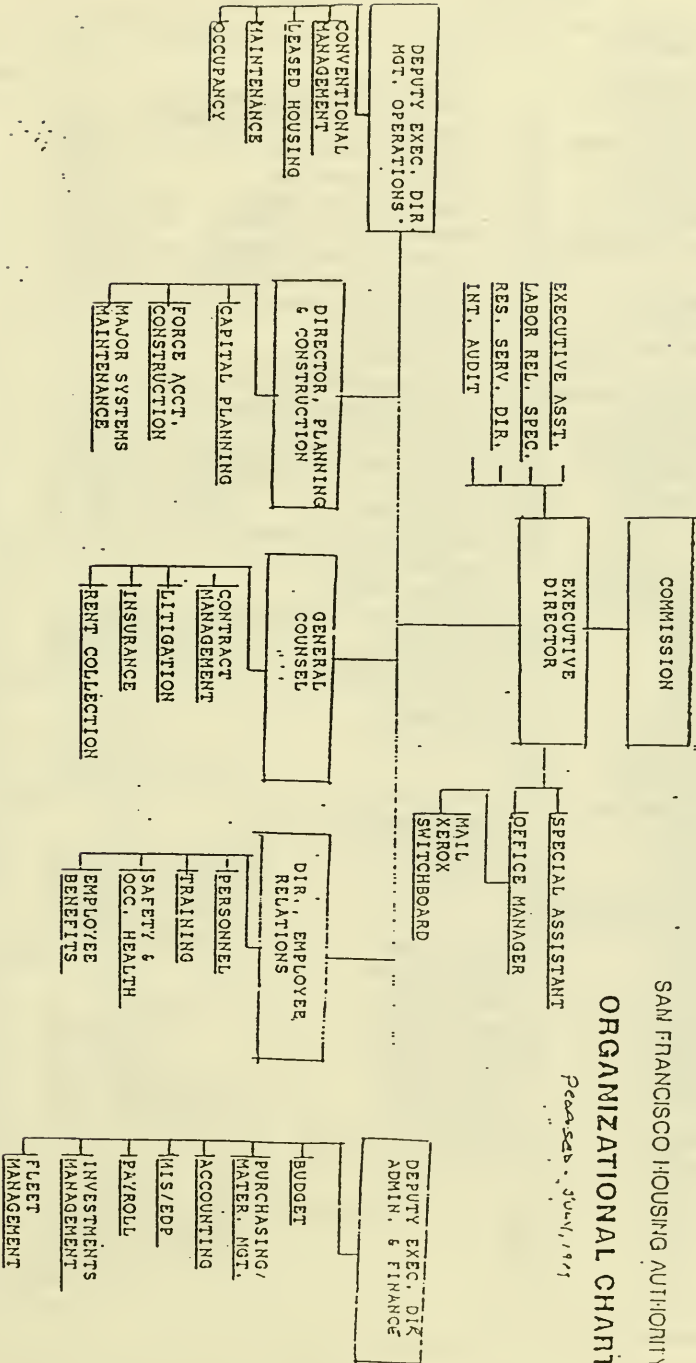
cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller

Carol Wilkins
Ted Lakey

SAN FRANCISCO HOUSING AUTHORITY

ORGANIZATIONAL CHART

Revised July, 1971



SAN FRANCISCO HOUSING AUTHORITY DEVELOPMENTS

DEVELOPMENT	LOCATION	UNITS	COMPLETED
HOLLY COURTS	Appleton, Highland, Patton, Holly Park Circle	118	1940
POTRERO TERRACE	23rd, Wisconsin, 26th Street, Connecticut	469	1941
SUNNYDALE	Velasco, Hahn at Sunnydale	767	1941
VALENCIA GARDENS	Valencia, 15th Street, Guerrero	246	1942
WESTSIDE COURTS	Post, Broderick, Sutter, Baker	136	1943
NORTH BEACH	Columbus, Bay, Mason, Francisco	229	1952
PING YUEN	Pacific at Powell, Grant & Stockton	234	1952
BERNAL DWELLINGS	Harrison, Army, Folsom, 26th Street	208	1953
HUNTERS POINT (A)	1. Upper West—Griffith & Navy Road	30	1953
	2. Lower West—Oakdale, Griffith, Palou	103	1953
	3. East—Earl, Kiska, Dormitory Road & Evans	80	1953
POTRERO ANNEX	Missouri at 23rd Street	154	1955
ALEMANY	Alemany at Ellsworth	158	1955
YERBA BUENA PLAZA (W)	1. Turk, Divisadero, Eddy, Pierce	0	1955
(E)	2. Turk, Buchanan, Eddy, Laguna	276	1956
WESTBROOK APARTMENTS	Innes, Southridge, Kiska, Dormitory	224	1956
HUNTERS VIEW	Middle Point at Innes or Evans	275	1956
ROSA PARKS SR. APTS.	Webster, Turk, Buchanan, Golden Gate	198	1961
PING YUEN (NORTH)	Broadway, Cordella, Pacific, Stockton	194	1961
ALICE GRIFFITH	Griffith at Gillman	256	1962
HAYES VALLEY (A)	Velasco & Castillo	18	1962
(B)	Buchanan, Webster, Page, Haight	154	1963
(C)	Buchanan, Webster, Fell, Hayes	135	1963
*JOHN F. KENNEDY	Sacramento near Webster	98	1966
*MISSION DOLORES	15th Street near Guerrero	92	1966
*WOODSIDE GARDENS	Woodside Avenue, opposite Hernandez	110	1968
*990 PACIFIC	Pacific & Mason	92	1969
*227 BAY	Powell & Stockton	51	1970
*275 THRIFT	Thrift, Capitol, Orizaba	1	1970
*350 ELLIS	Taylor & Jones	96	1970
*666 ELLIS	Hyde & Larkin	100	1971
*345 HERMANN	Hermann & Duboce	42	1971
75-77 COLERIDGE		2	1971
101-103 LUNDY'S		2	1971
*3850 18th STREET	Church & Sanchez	107	1971
*320/330 CLEMENTINA	Tehama, Clementina, 4th, 5th Streets	276	1971
4101 NORIEGA	48th Avenue & Noriega	8	1971
*363 NOE	Pond & Noe	22	1971
200 RANDOLPH	Randolph & Head	16	1971
2206-2268 GREAT HIGHWAY & 2215-2263 48th AVENUE		16	1971
*2698 CALIFORNIA	California & Scott	40	1971
*25 SANCHEZ	Sanchez & Duboce	90	1972
*1760 BUSH	Gough & Octavia	108	1972
*345 ARGUELLO BLVD.	Clement & Cornwall	69	1973
*1880 PINE	Gough & Octavia	113	1973
*491 31st AVENUE	Geary & 31st Avenue	75	1973
*1750 McALLISTER	Baker & Broderick	97	1974
*939 EDDY STREET	Gough & Franklin	36	1980
*951 EDDY STREET	Gough & Franklin	24	1980
*430 TURK	Turk & Larkin	89	1987
JOAN SAN JULE APTS.	Eddy & Webster	8	1988

*DESIGNATED ELDERLY

Total 6,554

Revised March 1, 1990

TIR541A

S.F. HOUSING AUTHORITY
VACANT UNIT SUMMARY
AS OF - 5/07/90

PROJ #	PROJECT DESCRIPTION	TOTAL OCCUPIED	TOTAL VACANT
AREA 1			
17	ROSA PARKS APARTMENTS	196	1
21	MISSION DOLORES	91	
22	WOODSIDE GARDENS	109	
23	990 PACIFIC	91	
24	227 BAY	49	
27	3850 & 255 DORLAND	106	
28	462 DUBOCE STREET	40	1
37	363 NOE	22	
40	25 SANCHEZ STREET	89	
41	345 ARGUELLO BLVD	67	1
42	491 31ST AVENUE	74	
43	1750 MCALLISTER STREET	94	2
AREA TOTAL		1028	5
AREA 2			
20	JOHN F. KENNEDY TOWERS	97	
25	350 ELLIS ST.	95	
31	320-330 CLEMENTINA TOWERS	273	
32	666 ELLIS ST.	99	
33	1760 BUSH STREET	107	
34	1880 PINE STREET	111	1
39	2698 CALIFORNIA STREET	39	
46	939 EDDY STREET	36	
47	951 EDDY STREET	22	
49	430 TURK STREET	88	
AREA TOTAL		967	1
AREA 3			
06	WESTSIDE COURTS	136	
14	YERBA BUENA PLAZA	228	48
19	HAYES VALLEY	277	15
50	JOAN SAN JULE APARTMENTS	8	
AREA TOTAL		649	63
AREA 4			
09	NORTH BEACH	222	7
10	PING YUEN	233	
18	PING YUEN NORTH	192	2
AREA TOTAL		647	9
AREA 5			
02	POTRERO TERRACE	422	47
04	VALENCIA GARDENS	244	2
05	BERNAL DWELLINGS	184	24
08	POTRERO ANNEX	112	23
29	COLERIDGE	2	
30	LUNDY'S LANE	2	
AREA TOTAL		966	96
AREA 6			
01	HOLLY COURTS	116	2
03	SUNNYDALE	749	18
11	ALEMANY	87	70
26	275 THRIFT	1	
35	200 RANDOLPH STREET	24	
36	4101 NOREIGA ST.		
38	GREAT HIGHWAY	15	1
48	602 - 642 VELASCO STREET	18	
AREA TOTAL		1010	91
AREA 7			
07	WESTBROOK APTS.	175	50
12	HUNTER'S POINT - A	210	3
15	HUNTER'S VIEW	209	57
16	ALICE GRIFFITH	244	8
AREA TOTAL		838	118
AGENCY TOTAL		6105	383

7460.7 REV-1

APPENDIX 1

PHA Performance Profile

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Name of PHA	Fiscal Year		Unit Types		No. of Projects	No. of Units		
			☐ Family	☐ Elderly				
	FY	FY	FY	FY	FY	FY		
1. Operating Reserves, Exclusive of TARs, as % of Maximum Operating Reserves	%	%	%	%	%	%		
2. % Operating Expenses to Income	%	%	%	%	%	%		
3. % Annual Utility Consumption	%	%	%	%	%	%		
4. % of Units Occupied	%	%	%	%	%	%		
5. % Annual Rent Collections	%	%	%	%	%	%		
6. Average Number Vacancy Days								
7. % Units Inspected	%	%	%	%	%	%		
8. Tenants Accounts Receivable by Fiscal Year.								
a. Actual Number of Accounts								
b. Percent of Tenants Accounts Receivable	%	%	%	%	%	%		
9. Major Operating Budget Categories (Per Unit Month)								
a. Operating Receipts	\$							
b. Administration	\$							
c. Ordinary Maintenance and Operations	\$							
d. General Expenses	\$							
e. Total Routine Expenses	\$							
f. Non-Routine Maintenance	\$							
10. Ratio of Staff to Units								
a. Administration								
b. Maintenance								
11. Operating Subsidy Eligibility (in thousands)								
a. Allowable Expense Level (AEL)	\$							
b. Allowable Utility Expense Level (AUE)	\$							
12. Modernization	FY 68 - 85	FY 86	FY 87	FY 88	FY 89	FY 90	FY 91	FY 92
a. Approved	\$							
b. Unobligated	\$							
c. Emergency	\$							

SAN FRANCISCO HOUSING AUTHORITY
ADMINISTRATIVE STAFF LISTING
FY 1989-1990

		Annual Salary	
Position		1st Step	5th Step
1.	Executive Director	87,670	106,540
2.	Deputy Director, Mgmt. Operations	81,902	99,572
3.	Deputy Director of Finance & Admin.	57,655	70,079
4.	Director of Personnel Services	57,655	70,079
5.	Director of Public Affairs	57,655	70,079
6.	Executive Assistant	57,655	70,079
7.	Legal Counsel	57,655	70,079
8.	Planning & Construction Director	57,655	70,079
9.	Maintenance Superintendent	55,436	67,390
10.	Elevator Specialist	52,800	64,180
11.	Assistant Director Subsidized Prgrm	51,287	62,327
12.	Asst. Director Convent. Operations	51,287	62,327
13.	Asst. Maint Operations Director	51,287	62,327
14.	Information Systems Manager	51,287	62,327
15.	Materials Manager	51,287	62,327
16.	Technical Services Manager	51,287	62,327
17.	Assistant Legal Counsel	47,215	57,394
18.	Construction Manager	46,275	56,272
19.	Technical Services Supervisor	46,275	56,272
20.	Assistant Finance Director	44,970	54,653
21.	Data Base Manager	44,318	53,844
22.	District Manager	43,691	53,061
23.	District Manager	43,691	53,061
24.	District Manager	43,691	53,061
25.	Eligibility Manager	43,691	53,061
26.	Leased Housing Supervisor	43,691	53,061
27.	Architect Associate II	42,047	51,026
28.	Employee Relations Specialist	42,047	51,026
29.	Organizational Dev. Specialist	42,047	51,026
30.	Safety Officer	42,047	51,026
31.	Materials Control Officer	40,272	48,833
32.	Procurement Officer	40,272	48,833
33.	Construction Inspector	40,064	48,598
34.	Rehabilitation Inspector	40,064	48,598
35.	Director of Resident Services	39,124	47,450
36.	Financial Analyst	37,662	45,623
37.	Construction Administrator	37,480	45,414
38.	Development Associate	37,480	45,414
39.	Engineering Associate	37,480	45,414
40.	Management Assistant	37,480	45,414
41.	Management Assistant	37,480	45,414
42.	Rehabilitation Manager	37,480	45,414
43.	Accounting Supervisor	37,297	45,179
44.	Accounting Supervisor	37,297	45,179
45.	Assistant District Manager	37,297	45,179
46.	Assistant District Manager	37,297	45,179
47.	Assistant District Manager	37,297	45,179
48.	Liaison Officer	37,297	45,179
49.	Occupancy Supervisor	37,297	45,179
50.	Special Program Manager	37,297	45,179
51.	Voucher Coordinator	37,297	45,179
52.	Budget Analyst	36,566	44,318
53.	Budget Analyst	36,566	44,318
54.	Budget Analyst	36,566	44,318
55.	Social Worker	35,209	42,647
56.	Social Worker	35,209	42,647
57.	Social Worker	35,209	42,647

SAN FRANCISCO HOUSING AUTHORITY
MAINTENANCE CRAFT COSTS
FY 1989-1990

Type	No.	Current Salary Totals
Paint General Foreman	0	\$0
Paint Foreman	2	\$116,785
Painter	11	\$546,015
Gen. Laborer Foreman	0	\$0
Laborer Foreman	3	\$113,191
Laborer II	38	\$1,376,524
Laborer (Entry)	0	\$0
Landscape Laborers	4	\$129,476
Custodian Foreman	2	\$68,779
Custodian Leadperson	0	\$0
Bldg. Custodian	36	\$1,035,063
Maintenance Specialist	0	\$0
Carpenter Foreman	2	\$116,103
Carpenter	13	\$715,511
Electrician Foreman	1	\$53,975
Electrician	3	\$146,323
Plumber Foreman (10-14)	1	\$58,854
Plumber Foreman (6-9)	0	\$0
Plumber Foreman (1-5)	1	\$56,786
Plumber	7	\$360,958
Glazier	5	\$245,478
Lino-Layer Foreman	1	\$47,690
Lino-Layer	2	\$93,372
Totals.....	132	\$5,280,884

Average Salary = \$40,007

In the FY 1989-1990 Low-Income Operating Budget, an amount of \$4,452,410 was budgeted for "Maintenance Labor." This represents the portion for labor costs (excluding fringe benefits) for routine and overtime work for 132 craft positions that will be charge to the Operating Budget. The balance of the total amount will be absorbed by Grant funds.

5/15/90
CALENDAR
MEETING OF
CITY SERVICES COMMITTEE

DOCUMENTS SENT

MAY 16 1990

Board of Supervisors
City and County of San Francisco

OFFICE OF THE CLERK
CITY AND COUNTY OF SAN FRANCISCO

Tuesday, May 15, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto

Absent: Supervisors Hongisto, Nelder

Clerk: Mary L. Red

1. File 10-90-2. [Permits] Resolution granting revocable permission to Saint Francis Memorial Hospital to install two P.G.&E. underground transformer vaults under the sidewalk area of south side of Bush Street, east of Hyde Street, fronting 1199 Bush Street; and adopting finding pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Meeting cancelled due to lack of quorum.

2. File 164-90-2. [Street Vacation] Resolution Declaring intention of Board of Supervisors to vacate a portion of Eagle Street between Yukon and Mono Streets, and setting the hearing for all persons interested in the proposed vacation. (Department of Public Works)

ACTION: Meeting cancelled due to lack of quorum.

3. File 164-90-2.1 [Street Vacation] Ordinance ordering vacation of a portion of Eagle Street between Yukon and Mono Streets; and adopting findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Meeting cancelled due to lack of quorum.

4. File 218-90-1. [Mileage of Maintained County Roads] Resolution changing mileage of maintained county roads - City and County of San Francisco from 849.90 miles to 850.40 miles; repealing Resolution 860-85. (Department of Public Works)

ACTION: Meeting cancelled due to lack of quorum.

5. File 87-90-1. [Grant - Federal Funds] Resolution approving the 1990 Five-Year Combined Road Plan Program (previously known as the Federal Aid Urban Program) in the City and County of San Francisco. (Department of Public Works)

Action: Meeting cancelled due to lack of quorum.

6. File 169-90-1. [Street Artists] Resolution designating two selling spaces on Leavenworth Street, west side, Beach to Jefferson Streets, for street artists certified by the Art Commission and exempting said spaces from the regulation prohibiting selling within twelve feet from the outer edge of any entrance to any building; designating termination date for spaces. (Supervisor Walker)

ACTION: Meeting cancelled due to lack of quorum.

7. File 206-89-3. Hearing to consider operations of the San Francisco Housing Authority to include, but not be limited to, conduct of public hearings, maintenance and upkeep of units, use of public funds and public housing tenants association. (Supervisor Nelder)

(Continued from 4/17/90)

ACTION: Meeting cancelled due to lack of quorum.



5F
590.16
2
/22/90
CITY AND COUNTY



Public Library, Documents Dept.
OF SAN FRANCISCO
APR 26 1990
Gerry Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

DOCUMENTS DEPT.

MAY 21 1990

SAN FRANCISCO
PUBLIC LIBRARY

May 17, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: May 22, 1990 Special City Services Committee Meeting.

Item 1 -File 10-90-2

Department: Department of Public Works (DPW)

Item: Resolution granting revocable permission to Saint Francis Memorial Hospital (SFMH) to encroach upon City property to install two Pacific Gas & Electric (PG&E) underground transformer vaults under the sidewalk in order to service the hospital.

Description: The proposed resolution would grant permission to SFMH to encroach upon City property to install and maintain two PG&E underground transformer vaults under the sidewalk on the south side of Bush Street, east of Hyde Street, fronting 1199 Bush Street, Assessor's Block 280, Lot 31 (see attachment).

According to PG&E, the project site is within the transformer radial network. PG&E requires an underground vault which will accommodate two transformers. The proposed transformer vault will be located below the sidewalk along Bush Street. The proposed transformer vault is designed in accordance with the City's 1984 Building Code and with PG&E requirements. In addition, the transformer vault is designed such that it will not interfere with any existing City utility lines nor services and the proposed location will minimize adverse impacts on existing construction.

The Board of Supervisors may revoke the permission at will. In addition, permission would automatically be terminated if SFMH failed to continue insurance protection for the encroachment. The proposed resolution would also adopt City Planning Department findings that the proposed encroachment is consistent with the eight priority policies of Planning Code Section 101.1.

The permission would not become effective until SFMH had executed a street encroachment agreement and until the Controller had reviewed the insurance policy of SFMH for the encroachment.

SFMH will, at their own cost and expense, maintain in full force and effect liability insurance of not less than \$2,000,000 to cover all operations including this encroachment and contractual liability assumed under this agreement with respect to bodily injuries, personal injuries and property damage. Such insurance shall name the City and County of San Francisco employees and officers jointly and severally as additional insured. The insurance shall also act as primary insurance with the stipulation that no other insurance effected by the City will be called on to contribute to a loss covered in this policy.

The Board of Supervisors would reserve the right to charge SFMH a permit or rental fee, although presently undetermined as to an amount, for the encroachment on public property. In addition, SFMH would be responsible for procuring the necessary permits and paying for the necessary permit and inspection fees for the installation of the underground vaults before starting work, and would assume all costs for maintenance and repair of the encroachments at no cost or obligation to the City. No structure would be erected or constructed in the subject area except as specifically permitted by DPW.

Comments:

1. According to Mr. Nick Elsner of DPW, SFMH has executed a street encroachment agreement and has certified that they possess the necessary insurance for the encroachment. DPW reports that a public hearing was held on March 9, 1990 on the proposed encroachment and no objections were made to the project. DPW also reports that the Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT) has approved the requested encroachment.

2. The City Planning Department, by letter dated February 21, 1990, has declared that the proposed encroachment is in conformance with the Master Plan and is consistent with the eight priority policies of the City Planning Code Section 101.1.

3. Mr. Elsner advises that SFMH has paid a permit processing fee of \$800. Mr. Elsner also advises that the amount of the inspection fee and any other fees will be determined based on SFMH's construction cost estimates, which have not yet been determined. The inspection fee would be 7.5 percent of the construction cost.

4. As noted earlier, the Board of Supervisors would reserve the right to charge SFMH a permit or rental fee for the encroachment on public property. According to Mr. Harry Quinn of the Real Estate Department, the City Attorney, DPW and the Real Estate Department continue to assess the feasibility of charging rent for encroachments on public property. Once the feasibility of the rent has been established, the policy for charging such rent and the mechanism for implementing the policy would require Board of Supervisors approval before any rent for encroachment could be charged.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Attachment

SCALE: 1" = 100'

ST.

HYDE

LEAVENWORTH ST.

AB 277

21 22 23 4

25

5

7

6

GA

BUSH ST.

31

19

24

25

26

27

28

29

30

2

18

AB 280

3

17

12

11

9

8

4

16

14

13

7

SUTTER ST.

12

13

14

15

22

18

19

20

11

AB 300

300 FT. RADIUS
AB 280, LOT 3
1199 BUSH ST.

PREPARED BY: ED FONG
782 37TH A

Item 4 - File 218-90-1

Department: Department of Public Works (DPW)

Item: Resolution changing the certified mileage of maintained county roads in the City and County of San Francisco; and repealing resolution No. 860-85.

Description: Chapter 3, Section 2121 of the State Streets and Highways Code requires that counties submit to the State of California's Department of Transportation a record of all county maintained roads, including names of streets and total mileage. The mileage of county maintained roads reported by the counties is then certified by the State Controller. If the counties wish to make any additions or exclusions to this record, the State requires that counties submit such additions or exclusions in May of each year.

The proposed resolution would request a change of the total mileage of roads maintained by the City and County of San Francisco and reported to the State Department of Transportation. Currently, as certified by the State Controller, DPW maintains 849.9 miles of county roads. DPW has requested that the mileage of maintained county roads reported to the State be increased by 0.5 miles to 850.4 miles.

The resolution also repeals Resolution No. 860-85, dated September 23, 1985, which documents the last mileage change requested by the City and County to the State.

Comment: Mr. Vitaly Troyan of DPW reports that the county road mileage reported to the State is used to determine allocations of gas tax funds to counties. The City and County receives approximately \$5 million per year in gas tax revenues. Mr Troyan further reports that the 0.5 mile increase in reported mileage would result in a negligible increase in gas tax revenues received from the State.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 5 -File 87-90-1

1. The proposed resolution would approve the 1990 Five-Year Combined Road Plan Program totalling \$33,188,000 of which \$27,257,000 is Federal Aid Urban (FAU) System Program funds, \$4,180,000 is local match funds and \$1,751,000 is local design costs. Funding for the local match requirements as well as the local design costs is included in the budgets of the requesting departments each program year. The local match would come from a combination of State Gas Tax revenues and 1987 Street Improvement Bond funds.

2. The San Francisco Combined Road Plan (CRP) was previously known as the Federal Aid Urban (FAU) Program.

3. The Federal Highway Administration requires that a five-year program of highway and transit improvements be developed in order for a community to receive FAU Funds. The five-year program is reviewed and updated annually and must be approved by the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (CalTrans). The 1990 program includes the five year period from October 1, 1990, through September 30, 1995.

4. The CRP Program was developed by the San Francisco Combined Road Plan Committee (previously known as the Federal Aid Urban Committee) and has been recommended for approval by the Transportation Policy Group composed of the Director of Public Works, the General Manager of Public Utilities, and the Director of City Planning. The San Francisco Combined Road Plan Committee includes the City Engineer and a representative from the Public Utilities Commission, Department of City Planning, Port Commission and CalTrans.

5. FAU funds are used for a variety of street and transit projects including installation of traffic signals, repaving of roadways and reconstruction of Municipal Railway facilities. These funds are allocated to projects in four categories: Streets Only, Streets/Transit, Transit Only and Special Projects. The only Special Project identified in the current plan as a carryover project is the construction of a new interchange for Interstate I-280 near Islais Creek.

6. Projects for which funds are expected to be committed by September 30, 1990 are also included in the first year program so that, in the event of unexpected delays in funding commitments, the projects may be completed.

7. Projects for which funds have not been committed cannot be approved unless the projects are included in the CRP program in effect at that time. Projects included in the first two years of the program can be approved for funding during the coming fiscal year.

BOARD OF SUPERVISORS
BUDGET ANALYST

8. Although the FAU funds require local matches of approximately 17 percent, approval of the five-year plan does not obligate local funds since the Board of Supervisors must approve resolutions authorizing the Chief Administrative Officer and the Director of Public Works (for street projects) or the Public Utilities Commission (for transit projects) to enter into agreements with the State for specific projects on a project-by-project basis. According to Mr. Vit Troyan of DPW Engineering, legislation to appropriate the local match for projects identified in the subject 1990 Five-Year Combined Road Plan Program would be submitted in the future to the Board of Supervisors. Presently, the Finance Committee is reviewing legislation to approve the application for FAU funds and the release of 1987 Street Improvement Bond funds related to last year's Five-Year Combined Road Plan Program.

9. Over \$ 50 million in FAU funds have been apportioned to the City from FY 1973-74 through FY 1989-90 of which all be \$10,077,000 has been allocated. This balance is to be carried forward into the 1990 program.

Comment

Attachment I provides a summary of the 1990 Five-Year Combined Road Plan (CRP) Program. Attachment II provides detail of the projects in the first year of the 1990 Five-Year CRP Program.

Recommendation

Approve the proposed resolution.

Five-Year CRP Program
October 1, 1990 - September 30, 1995

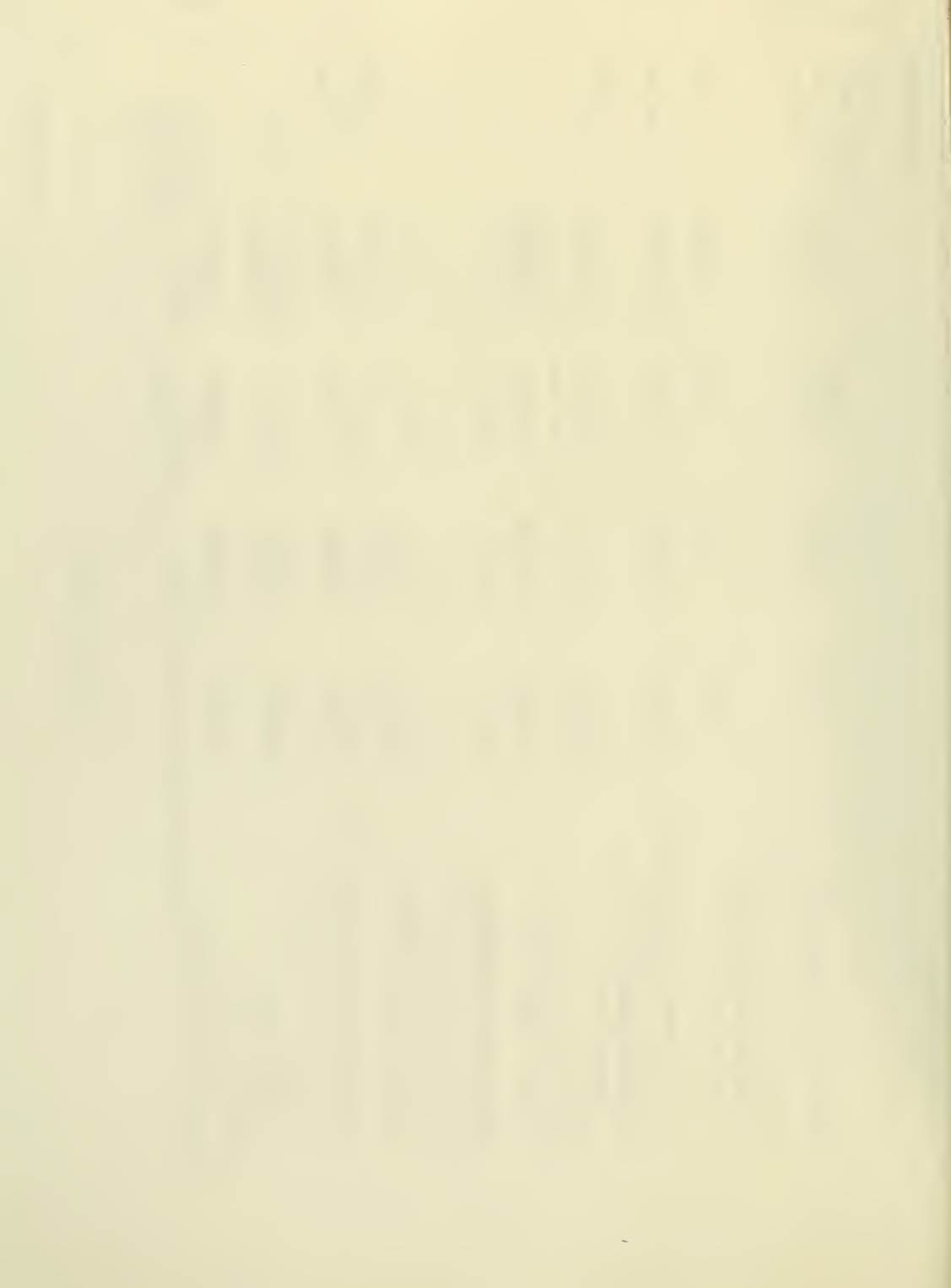
	<u>FAU</u>	<u>Local Match</u>	<u>Local Design Cost</u>	<u>Total Project Cost</u>
<u>Carryover Projects</u>				
Streets Only	\$5,471,000	\$889,000	\$593,000	\$6,953,000
Transit Only	2,374,000	336,000	-	2,710,000
Streets/Transit	168,000	27,000	22,000	217,000
Special Projects	<u>2,064,000</u>	<u>336,000</u>	<u>-</u>	<u>2,400,000</u>
Total Carryover Projects	\$10,077,000	\$1,588,000	\$615,000	\$12,280,000
<u>First Year (F.Y. 1990-91)</u>				
Streets Only	2,192,000	305,000	236,000	2,733,000
Transit Only	1,305,000	212,000	-	1,517,000
Streets/Transit	-	-	-	-
Special Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total First Year	\$3,497,000	\$517,000	\$236,000	\$4,250,000
<u>Second Year (F.Y. 1991-92)</u>				
Streets Only	2,138,000	306,000	232,000	2,676,000
Transit Only	1,305,000	212,000	-	1,517,000
Streets/Transit	-	-	-	-
Special Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Second Year	\$3,443,000	\$518,000	\$232,000	\$4,193,000
<u>Third Year (F.Y. 1992-93)</u>				
Streets Only	2,095,000	308,000	222,000	2,625,000
Transit Only	1,305,000	212,000	-	1,517,000
Streets/Transit	-	-	-	-
Special Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Third Year	\$3,400,000	\$520,000	\$222,000	\$4,142,000
<u>Fourth Year (F.Y. 1993-94)</u>				
Streets Only	2,115,000	308,000	224,000	2,647,000
Transit Only	1,305,000	212,000	-	1,517,000
Streets/Transit	-	-	-	-
Special Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fourth Year	\$3,420,000	\$520,000	\$224,000	\$4,164,000
<u>Fifth Year (F.Y. 1994-95)</u>				
Streets Only	2,115,000	305,000	222,000	2,642,000
Transit Only	1,305,000	212,000	-	1,517,000
Streets/Transit	-	-	-	-
Special Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fifth Year	\$3,420,000	\$517,000	\$222,000	\$4,159,000
<u>Total Five-Year Program</u>	<u>\$27,257,000</u>	<u>\$4,180,000</u>	<u>\$1,751,000</u>	<u>\$33,188,000</u>

CRP PROGRAM
FIRST YEAR (F.Y. 1990-91)

STREETS ONLY PROJECTS	FAU \$	LOCAL MATCH \$	DESIGN COST \$	PROJECT COST \$	YEAR SCHEDULED IN PREVIOUS PROGRAM
1. Wheelchair Ramps - Various Locations	\$100,000	\$16,000	\$12,000	\$128,000	Same
2. Pine Street - Battery Street to Presidio Avenue - Resurfacing	\$623,000	\$97,000	\$65,000	\$785,000	Same
3. Alemany Boulevard - Bayshore Boulevard to Folsom Street	\$120,000	\$20,000	\$12,000	\$152,000	New
4. Irving Street - Arguello Boulevard to 9th Avenue	\$98,000	\$16,000	\$10,000	\$124,000	New
5. Presidio Avenue - Pacific Avenue to Geary Boulevard - Resurfacing	\$181,000	\$30,000	\$20,000	\$231,000	Same
6. Lake Street - Arguello Boulevard to 14th Avenue - Resurfacing	\$322,000	\$52,000	\$35,000	\$409,000	Same

STREETS ONLY PROJECTS	FAU \$	LOCAL MATCH \$	DESIGN COST \$	PROJECT COST \$	YEAR SCHEDULED IN PREVIOUS PROGRAM
7. Gilman Avenue - 3rd Street to Hunters Point Expressway - Resurfacing	\$431,000	\$70,000	\$47,000	\$548,000	Same
8. FAU Streets - Various Locations	\$25,000	\$4,000	\$3,000	\$32,000	New
9. Traffic Signals - Various Locations	\$292,000	(1)	\$32,000	\$324,000	Same
SUBTOTALS	<u>\$2,192,000</u>	<u>\$305,000</u>	<u>\$236,000</u>	<u>\$2,733,000</u> \$2,768,000	
TRANSIT ONLY PROJECTS					
10. MUNI Fixed Facilities - Expansion, Rehabilitation & Improvements	\$1,055,000	\$172,000	(1)	\$1,227,000	Same
11. MUNI Miscellaneous Equipment	\$250,000	\$40,000	N/A	\$290,000	New
SUBTOTALS	<u>\$1,305,000</u>	<u>\$212,000</u>		<u>\$1,517,000</u>	
FY 1990-91 TOTALS	\$3,497,000	\$517,000	\$236,000	\$4,250,000	

(1) Design Cost to be Included in FAU Participation (86.44% FAU, 13.56% Local Match)



Item 7 - File 206-89-3

Note: This item was continued from the City Services Committee meeting of April 17, 1990.

1. This item is a hearing to consider operations of the San Francisco Housing Authority to include the conduct of public hearings, maintenance and upkeep of units, use of public funds, public housing tenants associations and other operational issues.

2. The San Francisco Housing Authority (SFHA) continues to be designated an "operationally troubled" housing authority by the U. S. Department of Housing and Urban Development (HUD) which, according to HUD, results from SFHA's failure to meet certain basic minimum management performance standards.

3. SFHA's 1989-90 current Operating Budget is as follows:

Estimated Revenues	
Rent & Other Operating Receipts	\$15,499,450
HUD Subsidy	<u>13,379,827</u>
Total Revenues	\$28,879,277
Estimated Expenditures	<u>27,240,570</u>
Balance of Estimated Revenues Over Estimated Expenditures	1,638,707
HUD Debt Payback (see below)	<u>1,275,000</u>
SFHA Operating Reserve	\$ 363,707

4. The HUD Debt Payback of \$1,275,000 reduces the total SFHA debt to HUD from \$2,514,527 to \$1,239,527, to be paid back in future years.

5. SFHA does not receive any General Funds for its operations. However, an annual payment to the City entitled Payment in Lieu of Taxes (PILOT) has been waived by the Board of Supervisors over the past several years because of the financial plight of the SFHA. In August of 1989, the Board of Supervisors approved Resolution File 161-89-5 waiving an estimated \$802,152 in PILOT funds for fiscal year 1989-90. For fiscal year 1988-89, the Board of Supervisors waived an estimated \$784,628 in PILOT funds.

6. On December 14, 1989, Mr. David Gilmore, the new SFHA Executive Director, provided the San Francisco Housing Authority Commission an assessment of current SFHA conditions and a series of recommendations for needed management improvements aimed at restoring the SFHA to a sound condition within a reasonable period.

BOARD OF SUPERVISORS
BUDGET ANALYST

7. The SFHA Commission approved a staff reorganization plan in November 1989 (see Attachment 1). The reorganization plan establishes two new Deputy Executive Director positions, eliminates four Director positions, redefines the Facilities Management Unit into a Planning and Construction Division, and relocates the function of Personnel and Labor Relations to the Executive Office, among its major changes.

8. In his first six-month assessment of the SFHA, Mr. Gilmore identified two strategies to preserve existing public housing units: the preservation of stable developments; and the reconstruction of the more distressed, decaying developments. Attachment 2 provides a recent inventory of all SFHA developments, totalling 6,554 units. This inventory was revised from the SFHA Golden Anniversary Report (1938-1988).

9. Mr. Gilmore has designated nine distressed developments for which a dramatic program of reconstruction is needed. These developments are Potrero Annex, Potrero Terrace, Sunnysdale, Westbrook Apartments, Bernal Dwellings, Valencia Gardens, Hunters View, Alemany and Hayes Valley. Two of these developments, Sunnysdale and Alemany, will be reconstructed with HUD Comprehensive Modernization funds. Funding sources for the reconstruction of the seven other designated distressed developments have not been determined.

10. In addition, Yerba Buena Plaza West will be completely rebuilt with a combination of HUD and City funds. The City funds total \$2.9 million from the Housing Affordability Fund, which originally provided \$10 million from the General Fund in 1985 for housing development. These funds are separate from the funds currently on reserve for housing affordability activities. Yerba Buena Plaza East, companion project to Yerba Buena Plaza West, has not been considered a distressed development by the SFHA.

11. Mr. Gilmore has also identified the following six management initiatives to improve the condition of the SFHA project developments:

- Resident management will be encouraged under the right circumstances, testing the capacity of tenants to take control of important aspects of their lives.
- Resident business initiatives with the formation of resident-operated non-profit companies will be undertaken which, with tenant labor, can perform a number of essential non-management functions such as grounds keeping, landscaping, household moving and cleaning services.

- Private management in specific managerial areas of selected developments will be fostered. Testing SFHA management capacity against the performance of others would be healthy and should serve the interest of the tenants.
- Decentralization of management staff will be implemented to react to local service requests in a more timely fashion.
- Management training to prepare for greater decentralization of management staff will be accomplished to employ local vested new authority effectively and properly use and maintain those resources placed in their charge.
- Admissions Policies and Procedures will be reorganized to streamline the housing application process, merge the vacancy/re-occupancy process and eliminate subjective placement.

12. As reported above, the SFHA identified a total of 6,554 housing units in their current revised inventory (Attachment 2). Presently, the SFHA is reporting a total of 6,488 units of which 6,105 are occupied and 383 are vacant (Attachment 3). The difference of 66 units (6,554 - 6,488) falls into the categories of mothballed and non-residential uses such as offices and child care facilities.

13. In December of 1989, Mr. Gilmore reported that vacancies had been reduced a total of 195 units from 600 to 405 (33%) during his first six months as Director (an average of 32.5 units per month). During the last five months, as reported by the SFHA on May 7, 1990, vacancies have been reduced an additional 22 units from 405 to 383 (an average of approximately 4.4 units per month). Mr. Gilmore advises that the SFHA is committed to the effective elimination of vacancies by the end of September, 1990, allowing for a normal "turnover" vacancy rate of two percent. A two percent vacancy rate would be a total of 130 units (2% times 6,488). Under these circumstances the SFHA would have to reduce vacancies an additional 253 units (383 - 130) over the next five months (approximately 51 units per month) to achieve the top goal as enumerated by the Mayor and the SFHA Commissioners.

14. Between 1980 and 1990 there was a net loss of 568 housing units (from 7,122 units to 6,554 units) under the jurisdiction of the San Francisco Housing Authority. This included a net loss of 705 family units and a net gain of 137 elderly units as follows:

<u>Projects Gaining or Losing Units</u> <u>(1980 - 1990)</u>	<u>Family</u>	<u>Elderly</u>	<u>Total</u>
Sunnydale	(5)		(5)
Potrero Annex	(13)		(13)
Alemaný	(6)		(6)
Hunters Point A	(91)		(91)
Hunters Point B	(100)		(100)
Yerba Buena Plaza West*	(332)		(332)
Hunters View	(52)		(52)
Alice Griffith	(98)		(98)
Rosa Parks Apartments		(13)	(13)
Hayes Valley	(16)		(16)
227 Bay Street		1	1
939 Eddy Street (new)		36	36
951 Eddy Street (new)		24	24
430 Turk Street (new)		89	89
Joan San Jule Apartments (new)	8		8
Total	(705)	137	(568)

* a total of 332 units demolished at Yerba Buena Plaza West will be replaced with 203 new units currently under construction.

15. The SFHA has provided information on the write-off of delinquent vacated tenant accounts receivable for the past year by calendar quarters as follows:

<u>Period</u>	<u>Amount</u>
April 1989 - June 1989	\$282,625
July 1989 - September 1989	111,342
October 1989 - December 1989	134,795
January 1990 - March 1990	187,021
Total Write-Offs (Past Year)	\$715,783

16. According to the U.S. Department of Housing and Urban Development (HUD) handbook titled "Field Office Monitoring of Public Housing Agencies", dated February 1990, average ratios of employees to units, based upon actual experience of a sample of public housing authorities, are as follows:

<u>Units</u>	<u>Administrative</u>	<u>Maintenance</u>
1,250 or more	1:65	1:40
	(One employee for every 65 units)	(One employee for every 40 units)

Administrative and maintenance staff allocations based on these HUD averages as applied to the SFHA's 6,554 units are as follows:

	<u>Administrative Staff</u>	<u>Maintenance Staff</u>
Based on HUD average, SFHA should have	<u>101*</u> employees	<u>164</u> employees
SFHA actual No. of staff	181 employees	142 employees
Less: Full time Leased Housing Program (Section 8)	<u>(23)</u> employees	<u>(0)</u> employees
Balance of Employees	<u>158</u>	<u>142</u>
SFHA overage or (deficiency) compared to HUD averages	<u>57</u> employees	<u>(22)</u> employees

*Includes clerical staff.

According to Mr. Michael Kelly, SFHA Deputy Executive Director for Administration and Finance, 23 of the 181 SFHA administrative staff are assigned full time to the administration of the Leased Housing Program (Section 8), which is in addition to the housing directly owned and managed by the SFHA. Mr. Kelly states that the Section 8 staff administers the leasing of approximately 4,634 privately-owned dwelling units to qualified Section 8 Program participants. Mr. Kelly also states that approximately 47 of the remaining 57 administrative staff expend a portion of their time on the Section 8 Program. However, Mr. Kelly is unable to provide the Budget Analyst with documentation as to the specific portion of time expended by the 47 employees in the Section 8 Program.

Based on HUD averages, the SFHA has an excess of 57 administrative employees (excluding clerical staff) and a shortage of 22 maintenance employees.

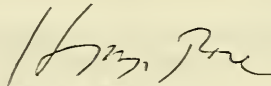
BOARD OF SUPERVISORS
BUDGET ANALYST

17. The Budget Analyst contacted three operators of large private apartment complexes. These operators reported significantly less administrative and maintenance staff than would result from using HUD averages. For example, one large rental complex of 3,483 units reported a total of 23 administrative positions and 50 maintenance positions. HUD averages for such a complex would be approximately 54 administrative positions and 87 maintenance positions.

18. The Public Housing Authority Profile, a blank copy of which is attached (Attachment 4), should provide significant information accumulated over a five-year period. PHA profiles for the Housing Authorities of the City of Oakland, Contra Costa County, Fresno County, and San Mateo County have also been requested from HUD in order to compare operating and staff ratios and percentages to those of the SFHA.

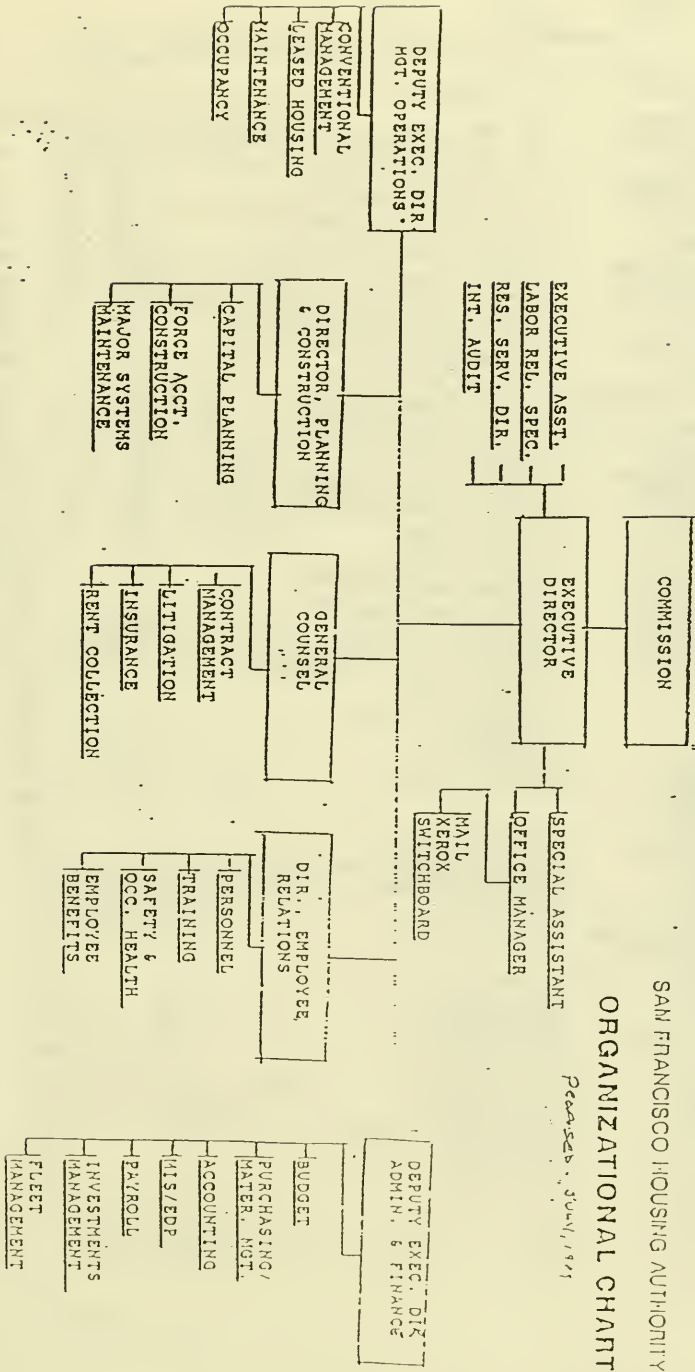
19. The SFHA has provided the Budget Analyst an Administrative Staff Listing (Attachment 5) identifying 57 staff with a salary range between \$42,647 and \$106,540 as determined by the top step. The median income from the list of salaries is \$51,026.

20. The SFHA has also provided the Budget Analyst a description of maintenance craft costs (Attachment 6) which identifies 132 craft positions for a total annual salary cost of \$5,280,884 or an average salary of \$40,007.



Harvey M. Rose

cc: Supervisor Alioto	Carol Wilkins
Supervisor Hongisto	Ted Lakey
Supervisor Nelder	
President Britt	
Supervisor Gonzalez	
Supervisor Hallinan	
Supervisor Hsieh	
Supervisor Kennedy	
Supervisor Maher	
Supervisor Walker	
Supervisor Ward	
Clerk of the Board	
Chief Administrative Officer	
Controller	



SAN FRANCISCO HOUSING AUTHORITY DEVELOPMENTS

DEVELOPMENT	LOCATION	UNITS	COMPLETED
HOLLY COURTS	Appleton, Highland, Patton, Holly Park Circle	118	1940
POTRERO TERRACE	23rd, Wisconsin, 26th Street, Connecticut	469	1941
SUNNYDALE	Velasco, Hahn at Sunnydale	767	1941
VALENCIA GARDENS	Valencia, 15th Street, Guerrero	246	1942
WESTSIDE COURTS	Post, Broderick, Sutter, Baker	136	1943
NORTH BEACH	Columbus, Bay, Mason, Francisco	229	1952
PING YUEN	Pacific at Powell, Grant & Stockton	234	1952
BERNAL DWELLINGS	Harrison, Army, Folsom, 26th Street	208	1953
HUNTERS POINT (A)	1. Upper West—Griffith & Navy Road	30	1953
	2. Lower West—Oakdale, Griffith, Palouf	103	1953
	3. East—Earl, Kiska, Dormitory Road & Evans	80	1953
POTRERO ANNEX	Missouri at 23rd Street	154	1955
ALEMANY	Alemany at Ellsworth	158	1955
YERBA BUENA PLAZA (W)	1. Turk, Divisadero, Eddy, Pierce	0	1955
(E)	2. Turk, Buchanan, Eddy, Laguna	276	1956
WESTBROOK APARTMENTS	Innes, Southridge, Kiska, Dormitory	224	1956
HUNTERS VIEW	Middle Point at Innes or Evans	275	1956
ROSA PARKS SR. APTS.	Webster, Turk, Buchanan, Golden Gate	198	1961
PING YUEN (NORTH)	Broadway, Cordella, Pacific, Stockton	194	1961
ALICE GRIFFITH	Griffith at Gilman	256	1962
HAYES VALLEY (A)	Velasco & Castillo	18	1962
(B)	Buchanan, Webster, Page, Haight	159	1963
(C)	Buchanan, Webster, Fell, Hayes	135	1963
*JOHN F. KENNEDY	Sacramento near Webster	98	1966
*MISSION DOLORES	15th Street near Guerrero	92	1966
*WOODSIDE GARDENS	Woodside Avenue, opposite Hernandez	110	1968
*990 PACIFIC	Pacific & Mason	92	1969
*227 BAY	Powell & Stockton	51	1970
*275 THRIFT	Thrift, Capitol, Orizaba	1	1970
*350 ELLIS	Taylor & Jones	96	1970
*666 ELLIS	Hyde & Larkin	100	1971
*345 HERMANN	Hermann & Duboce	42	1971
75-77 COLERIDGE		2	1971
101-103 LUNDY'S		2	1971
*3850 18th STREET	Church & Sanchez	107	1971
*320/330 CLEMENTINA	Tehama, Clementina, 4th, 5th Streets	276	1971
4101 NORIEGA	48th Avenue & Noriega	8	1971
*363 NOE	Pond & Noe	22	1971
200 RANDOLPH	Randolph & Head	16	1971
2206-2268 GREAT HIGHWAY & 2215-2263 48th AVENUE		16	1971
*2698 CALIFORNIA	California & Scott	40	1971
*25 SANCHEZ	Sanchez & Duboce	90	1972
*1760 BUSH	Gough & Octavia	108	1972
*345 ARGUELLO BLVD.	Clement & Cornwall	69	1973
*1880 PINE	Gough & Octavia	113	1973
*491 31st AVENUE	Geary & 31st Avenue	75	1973
*1750 McALLISTER	Baker & Broderick	97	1974
*939 EDDY STREET	Gough & Franklin	36	1980
*951 EDDY STREET	Gough & Franklin	24	1980
*430 TURK	Turk & Larkin	89	1987
JOAN SAN JULE APTS.	Eddy & Webster	8	1988

*DESIGNATED ELDERLY

Total 6,554

Revised March 1, 1990

PROJ #	PROJECT DESCRIPTION	TOTAL OCCUPIED	TOTAL VACANT
AREA 1			
17	ROSA PARKS APARTMENTS	196	1
21	MISSION DOLORES	91	
22	WOODSIDE GARDENS	109	
23	990 PACIFIC	91	
24	227 BAY	49	
27	3850 & 255 DORLAND	106	
28	462 DUBOCE STREET	40	1
37	363 NOE	22	
40	25 SANCHEZ STREET	89	
41	345 ARGUELLO BLVD	67	1
42	491 31ST AVENUE	74	
43	1750 MCALLISTER STREET	94	2
AREA TOTAL		1028	5
AREA 2			
20	JOHN F. KENNEDY TOWERS	97	
25	350 ELLIS ST.	95	
31	320-330 CLEMENTINA TOWERS	273	
32	666 ELLIS ST.	99	
33	1760 BUSH STREET	107	
34	1880 PINE STREET	111	1
39	2698 CALIFORNIA STREET	39	
46	939 EDDY STREET	36	
47	951 EDDY STREET	22	
49	430 TURK STREET	88	
AREA TOTAL		967	1
AREA 3			
06	WESTSIDE COURTS	136	
14	YERBA BUENA PLAZA	228	48
19	HAYES VALLEY	277	15
50	JOAN SAN JULE APARTMENTS	8	
AREA TOTAL		649	63
AREA 4			
09	NORTH BEACH	222	7
10	PING YUEN	233	
18	PING YUEN NORTH	192	2
AREA TOTAL		647	9
AREA 5			
02	POTRERO TERRACE	422	47
04	VALENCIA GARDENS	244	2
05	BERNAL DWELLINGS	184	24
08	POTRERO ANNEX	112	23
29	COLERIDGE	2	
30	LUNDY'S LANE	2	
AREA TOTAL		966	96
AREA 6			
01	HOLLY COURTS	116	2
03	SUNNYDALE	749	18
11	ALEMANY	87	70
26	275 THRIFT	1	
35	200 RANDOLPH STREET	24	
36	4101 NOREIGA ST.		
38	GREAT HIGHWAY	15	1
48	602 - 642 VELASCO STREET	18	
AREA TOTAL		1010	91
AREA 7			
07	WESTBROOK APTS.	175	50
12	HUNTER'S POINT - A	210	3
15	HUNTER'S VIEW	209	57
16	ALICE GRIFFITH	244	8
AREA TOTAL		838	118
AGENCY TOTAL		6105	383

7460.7 REV-1

APPENDIX 1

PHA Performance Profile

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Name of PHA	Fiscal Year		Unit Types		No. of Projects	No. of Units		
			☐ Family	☐ Elderly				
	FY	FY	FY	FY	FY	FY		
1. Operating Reserves, Exclusive of TARs, as % of Maximum Operating Reserves	%	%	%	%	%	%		
2. % Operating Expenses to Income	%	%	%	%	%	%		
3. % Annual Utility Consumption	%	%	%	%	%	%		
4. % of Units Occupied	%	%	%	%	%	%		
5. % Annual Rent Collections	%	%	%	%	%	%		
6. Average Number Vacancy Days								
7. % Units Inspected	%	%	%	%	%	%		
8. Tenants Accounts Receivable by Fiscal Year.								
a. Actual Number of Accounts								
b. Percent of Tenants Accounts Receivable	%	%	%	%	%	%		
9. Major Operating Budget Categories (Per Unit Month)								
a. Operating Receipts	\$							
b. Administration	\$							
c. Ordinary Maintenance and Operations	\$							
d. General Expenses	\$							
e. Total Routine Expenses	\$							
f. Non Routine Maintenance	\$							
10. Ratio of Staff to Units								
a. Administration								
b. Maintenance								
11. Operating Subsidy Eligibility (in thousands)								
a. Allowable Expense Level (AEL)	\$							
b. Allowable Utility Expense Level (AUE)	\$							
12. Modernization	FY 68 - 85	FY 86 -	FY 87	FY 88	FY 89	FY 90	FY 91	FY 92
a. Approved	\$							
b. Unobligated	\$							
c. Emergency	\$							

SAN FRANCISCO HOUSING AUTHORITY
ADMINISTRATIVE STAFF LISTING
FY 1989-1990

Position	Annual Salary	
	1st Step	5th Step
1. Executive Director	87,670	106,540
2. Deputy Director, Mgmt. Operations	81,902	99,572
3. Deputy Director of Finance & Admin.	57,655	70,079
4. Director of Personnel Services	57,655	70,079
5. Director of Public Affairs	57,655	70,079
6. Executive Assistant	57,655	70,079
7. Legal Counsel	57,655	70,079
8. Planning & Construction Director	57,655	70,079
9. Maintenance Superintendent	55,436	67,390
10. Elevator Specialist	52,800	64,180
11. Assistant Director Subsidized Prgrm	51,287	62,327
12. Asst. Director Convent. Operations	51,287	62,327
13. Asst. Maint Operations Director	51,287	62,327
14. Information Systems Manager	51,287	62,327
15. Materials Manager	51,287	62,327
16. Technical Services Manager	51,287	62,327
17. Assistant Legal Counsel	47,215	57,394
18. Construction Manager	46,275	56,272
19. Technical Services Supervisor	46,275	56,272
20. Assistant Finance Director	44,970	54,653
21. Data Base Manager	44,318	53,844
22. District Manager	43,691	53,061
23. District Manager	43,691	53,061
24. District Manager	43,691	53,061
25. Eligibility Manager	43,691	53,061
26. Leased Housing Supervisor	43,691	53,061
27. Architect Associate II	42,047	51,026
28. Employee Relations Specialist	42,047	51,026
29. Organizational Dev. Specialist	42,047	51,026
30. Safety Officer	42,047	51,026
31. Materials Control Officer	40,272	48,833
32. Procurement Officer	40,272	48,833
33. Construction Inspector	40,064	48,598
34. Rehabilitation Inspector	40,064	48,598
35. Director of Resident Services	39,124	47,450
36. Financial Analyst	37,662	45,623
37. Construction Administrator	37,480	45,414
38. Development Associate	37,480	45,414
39. Engineering Associate	37,480	45,414
40. Management Assistant	37,480	45,414
41. Management Assistant	37,480	45,414
42. Rehabilitation Manager	37,480	45,414
43. Accounting Supervisor	37,297	45,179
44. Accounting Supervisor	37,297	45,179
45. Assistant District Manager	37,297	45,179
46. Assistant District Manager	37,297	45,179
47. Assistant District Manager	37,297	45,179
48. Liaison Officer	37,297	45,179
49. Occupancy Supervisor	37,297	45,179
50. Special Program Manager	37,297	45,179
51. Voucher Coordinator	37,297	45,179
52. Budget Analyst	36,566	44,318
53. Budget Analyst	36,566	44,318
54. Budget Analyst	36,566	44,318
55. Social Worker	35,209	42,647
56. Social Worker	35,209	42,647
57. Social Worker	35,209	42,647

SAN FRANCISCO HOUSING AUTHORITY
 MAINTENANCE CRAFT COSTS
 FY 1989-1990

Type	No.	Current Salary Totals
Paint General Foreman	0	\$0
Paint Foreman	2	\$116,785
Painter	11	\$546,015
Gen. Laborer Foreman	0	\$0
Laborer Foreman	3	\$113,191
Laborer II	38	\$1,376,524
Laborer (Entry)	0	\$0
Landscape Laborers	4	\$129,476
Custodian Foreman	2	\$68,779
Custodian Leadperson	0	\$0
Bldg. Custodian	36	\$1,035,063
Maintenance Specialist	0	\$0
Carpenter Foreman	2	\$116,103
Carpenter	13	\$715,511
Electrician Foreman	1	\$53,975
Electrician	3	\$146,323
Plumber Foreman (10-14)	1	\$58,854
Plumber Foreman (6-9)	0	\$0
Plumber Foreman (1-5)	1	\$56,766
Plumber	7	\$360,958
Gleazier	5	\$245,478
Lino-Layer Foreman	1	\$47,690
Lino-Layer	2	\$93,372
Totals.....	132	\$5,280,884

Average Salary = \$40,007

 In the FY 1989-1990 Low-Income Operating Budget, an amount of \$4,452,410 was budgeted for "Maintenance Labor." This represents the portion for labor costs (excluding fringe benefits) for routine and overtime work for 132 craft positions that will be charged to the Operating Budget. The balance of the total amount will be absorbed by Grant funds.

SF
590.16
#3

5/22/90

Actions Taken

CALENDAR
SPECIAL MEETING OF
CITY SERVICES COMMITTEE

MAY 25 1990

NO FURTHER
ACTION REQUIRED

Board of Supervisors
City and County of San Francisco

Tuesday, May 22, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Hongisto - Item 1
Supervisor Nelder - Item 7

Clerk: Mary L. Red

1. 1. File 10-90-2. [Permits] Resolution granting revocable permission to Saint Francis Memorial Hospital to install two P.G.&E. underground transformer vaults under the sidewalk area of south side of Bush Street, east of Hyde Street, fronting 1199 Bush Street; and adopting finding pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. Recommended.

2. File 164-90-2. [Street Vacation] Resolution Declaring intention of Board of Supervisors to vacate a portion of Eagle Street between Yukon and Mono Streets, and setting the hearing for all persons interested in the proposed vacation. (Department of Public Works)

ACTION: Hearing held. Amended on line 22; "change time from 2:00 p.m. to 3:00 p.m. and insert "2nd" after "the" and "July" after "of". Recommended as amended.

3. File 164-90-2.1 [Street Vacation] Ordinance ordering vacation of a portion of Eagle Street between Yukon and Mono Streets; and adopting findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. To Board without recommendation, to be heard on July 2, 1990.



4. File 218-90-1. [Mileage of Maintained County Roads] Resolution changing mileage of maintained county roads - City and County of San Francisco from 849.90 miles to 850.40 miles; repealing Resolution 860-85. (Department of Public Works)

ACTION: Hearing held. Title amended to read: "Requesting the State of California to increase by 0.5 miles to 850.40 miles the number of miles of maintained county roads in San Francisco; repealing Resolution 860-85."
Recommended as amended.

5. File 87-90-1. [Grant - Federal Funds] Resolution approving the 1990 Five-Year Combined Road Plan Program (previously known as the Federal Aid Urban Program) in the City and County of San Francisco. (Department of Public Works)

Action: Hearing held. Recommended.

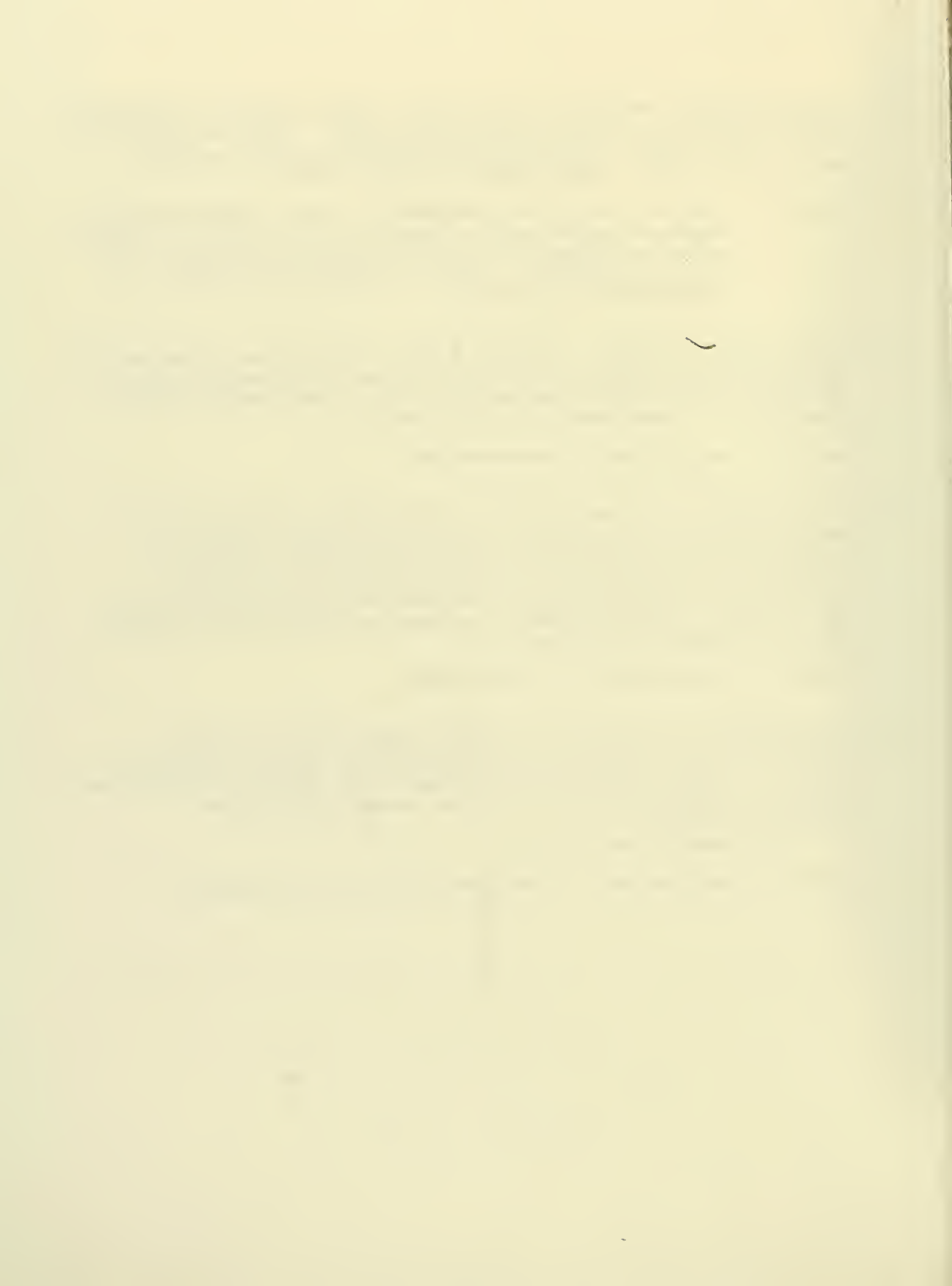
6. File 169-90-1. [Street Artists] Resolution designating two selling spaces on Leavenworth Street, west side, Beach to Jefferson Streets, for street artists certified by the Art Commission and exempting said spaces from the regulation prohibiting selling within twelve feet from the outer edge of any entrance to any building; designating termination date for spaces. (Supervisor Walker)

ACTION: Hearing held. Recommended.

7. File 206-89-3. Hearing to consider operations of the San Francisco Housing Authority to include, but not be limited to, conduct of public hearings, maintenance and upkeep of units, use of public funds and public housing tenants association. (Supervisor Nelder)

(Continued from 4/17/90)

ACTION: Hearing held. Continued to call of the Chair



90.16
12/90

[SF]

BOARD of SUPERVISORS



City Hall
San Francisco 94102
554-5184

May 29, 1990

RECEIVED
JUL 4 1990
PUBLIC WORKS

NOTICE OF RESCHEDULED MEETING
CITY SERVICES COMMITTEE

Notice is hereby given that the regularly scheduled meeting of the City Services Committee for Tuesday, June 5, 1990 at 10:00 a.m., has been rescheduled to Tuesday, June 12, at 10:00 a.m.

Handwritten signature of John L. Taylor.
John L. Taylor
Clerk of the Board

POSTED: MAY 29, 1990

CITY SERVICES COMMITTEE

Board of Supervisors
Room 235, City Hall

San Francisco, California 94102

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 552-9292

June 8, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: June 12, 1990 Rescheduled City Services Committee Meeting.

Item 2 - File 97-90-25

Department: Sheriff

Item: Ordinance amending the City's Administrative Code to authorize the Sheriff's Department to establish a Home Detention Program for minimum security county prisoners.

Description: This proposed ordinance would authorize the Sheriff's Department to permanently offer a Home Detention Program, as specified in Section 1203.016 of the California Penal Code. Minimum security prisoners and low-risk offenders participating in a Work Furlough Program may voluntarily participate in a Home Detention Program during their sentence in lieu of confinement in a county jail or other county correctional facility.

Home detention confines prisoners in their residence except for periods when they are at work, traveling to and from work, and other brief periods for shopping, schooling, counseling, and/or religious service. The legitimacy of any out-of-home periods are verified by a Sheriff's officer. Compliance with in-home curfew is verified by computer-generated random telephone calls to the prisoner's residence. The prisoners wear a unique bracelet that confirms his/her presence in the home at the time of the call. The hours of curfew at the prisoner's residence are exactly the same as they are in the work furlough program.

Participants must report in person at least once a week to an assigned counselor/Deputy Sheriff to prepare the individual

to become a productive member of the community. Any violation of the home detention restrictions is reported to the Program Director of the Home Detection Program with the likely result of revocation and return to jail.

Comments:

1. During the past twelve months, the Department has run a pilot program with reported significant success. Thirty beds have been freed on a daily basis within the overcrowded county jail. Mr. Kevin Foster, Home Detention Program Director, estimates cost savings at over \$1,000,000, based on \$59/prisoner/day incarceration cost, and a net of 18,500 jail days saved. However, actual cost savings are estimated at over \$185,000, based on variable incarceration costs of \$10/prisoner/day.

2. Cost of the bracelet equipment is fully offset by a fee equal to ten percent of the prisoners gross income (1/2 of the fee charged at Work Furlough) or approximately one-half of the prisoner's hourly pay. No prisoners shall be denied participation based on their inability to pay a fee.

3. The Sheriff's Department estimates annual costs of maintaining the Program to be approximately \$52,181, as follows:

Deputy Sheriff	\$ 41,288
Fringe Benefits	9,393
Telephone	<u>1,500</u>
	<u>\$52,181</u>

Recommendation: The approval of the Home Detention Program is a policy matter for the Board of Supervisors.

Item 6 - File 172-90-3

Department: Department of Public Works (DPW)
Bureau of Engineering

Item: The proposed resolution would authorize the Director of Public Works to execute an agreement with the State of California providing for joint City and State participation in the design phase work for a project to construct an interchange on Interstate Route 280 near Islais Creek and authorize the Director of Public Works to accept and expend State funds for the design of the interchange.

Description: In response to increased development at Pier 94/96, India Basin Industrial Park and Hunters Point Shipyard, and to mitigate the increase of commercial and industrial traffic on neighborhood streets in the southeast portion of the City, a new interchange on Interstate Route 280 near Islais Creek has been proposed. The interchange would allow access to Routes 280 and 101 to and from the south without having to use Third Street through residential and neighborhood commercial areas.

The California Department of Transportation (CALTRANS) is the lead agency in planning, designing and constructing the interchange and has agreed to fully reimburse the City for the design phase estimated to cost \$875,000. The design work is expected to take eighteen months, starting in October of 1990, with completion estimated by April of 1992. The construction of the proposed interchange would be the subject of a separate future agreement.

Project Budget: The preliminary budget for the design of the Interstate 280 interchange in the vicinity of Islais Creek is as follows:

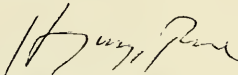
DPW Bureau of Engineering Staff Costs	\$820,000
Clean Water Program	5,000
Department of Parking and Traffic	<u>50,000</u>
Total	\$875,000

Comments: 1. According to Mr. Tom Thornton, Project Director for the proposed interstate highway interchange, any additional cost associated with the design phase work, such as a geo-technical survey, would be the obligation of CALTRANS.

BOARD OF SUPERVISORS
BUDGET ANALYST

2. Barbara Sahm of the Department of City Planning advises that project environmental review is continuing through the planning phase and into the design phase for the interchange development. Costs for the continuing review are being reimbursed by CALTRANS.

Recommendation: Approve the proposed resolution.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

SF
590.16
#3
6/12/90
C2

DOCUMENTS DEPT.

JUN 12 1990

SAN FRANCISCO
PUBLIC LIBRARY

~~CALENDAR~~ ~~(ACTION TAKEN)~~
RESCHEDULED MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, June 12, 1990 - 10:00 a.m.

Legislative Chamber
2nd Floor, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Nelder - Items 2 and 6

Clerk: Mary L. Red

1. File 12-90-5. Hearing to consider Senate Bill 768, relating to mandating employer paid health insurance. (Supervisor Ward)

ACTION: Hearing held. Consideration continued to June 19 at request of author.

2. File 97-90-25. [Home Detention] Ordinance amending the Administrative Code by adding Section 13.63 authorizing the Sheriff to establish a Home Detention Program for minimum security county prisoners. (Supervisor Alioto)

ACTION: Hearing held. Recommended.

3. File 186-89-14 Hearing to consider findings contained in the 1985 Residential Care Task Force report entitled, "Housing the Mentally Ill, The Crisis in Board and Care" as well as other suggestions and guidelines for preserving board and care units. (Supervisor Alioto)

ACTION: Hearing held. Consideration continued to call of the Chair.

4. File 24-90-4. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit No 90MSE-056 for property located at 3988 - 20th Street, to construct two steps of front entrance stair. (Patrick & Ann Biernacki)

ACTION: Hearing held. Motion prepared in/reported out of Committee entitled: "Approving decision of Director of Public Works granting permission to occupy a portion of the sidewalk area at 3988 - 20th Street, frontage on 20th Street, to construct two steps of the front entrance stair." Recommended.



5. File 24-90-3. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit No. 90MSE-052 for property located at 3571 - 21st Street, to construct four-foot high fence with existing planter and existing warped driveway ramp. (Stanley & Effie Goumas)

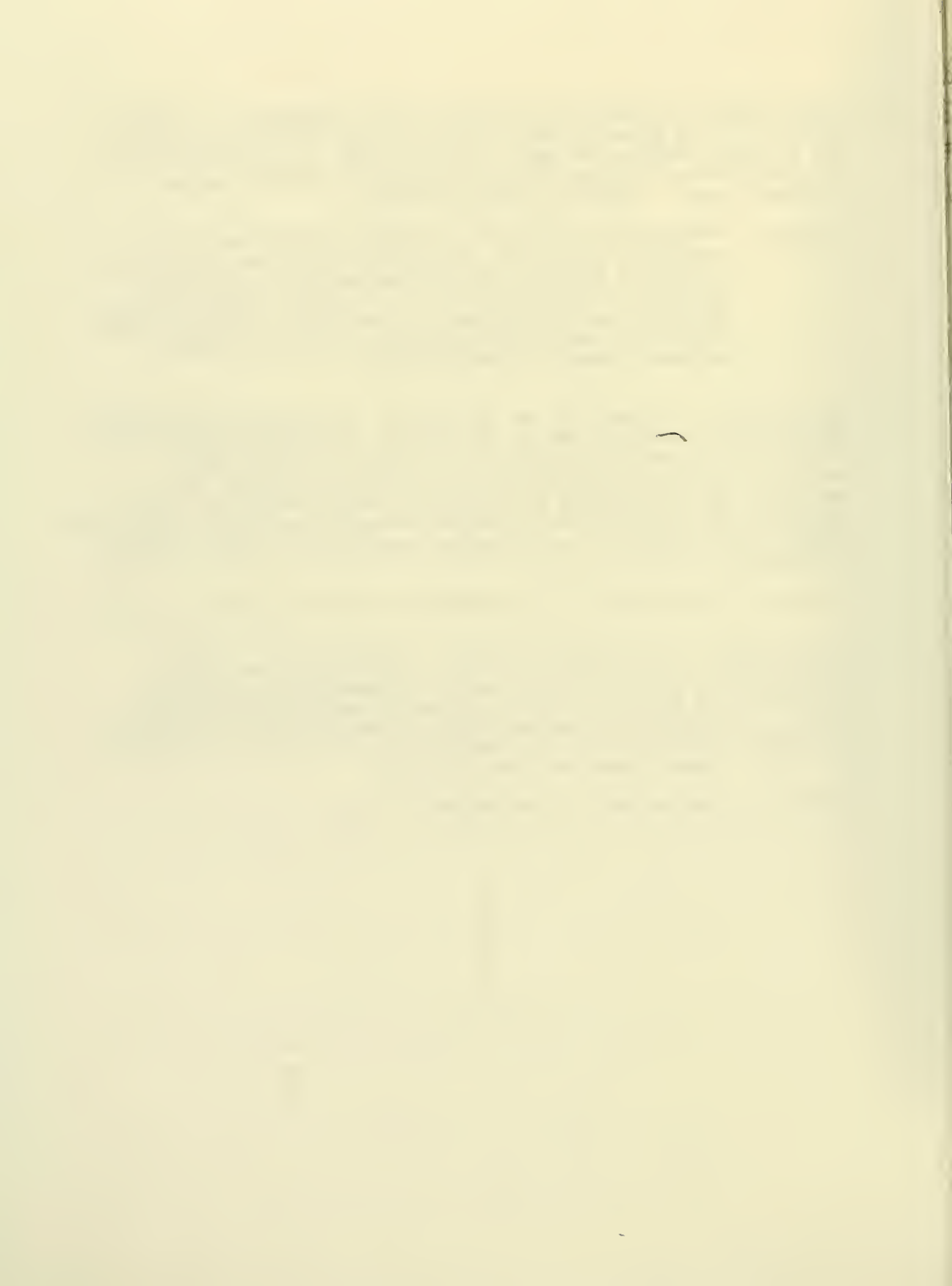
ACTION: Hearing held. Motion prepared in/reported out of Committee entitled: "Approving decision of Director of Public Works granting permission to occupy a portion of the sidewalk area at 3571 - 21st Street, frontage on 21st Street, to construct four-foot high fence with existing planter and existing warped driveway ramp." Recommended.

6. File 172-90-3. [Contract or Agreement] Resolution authorizing the Director of Public Works to execute an agreement with the State of California providing for a joint City and State participation in the design phase work for a project to construct an interchange on Interstate Route 280 near Islais Creek and authorizing the Director of Public Works to accept and expend State funds for said design phase work. (Public Works Department)

ACTION: Hearing held. Recommended to Board on June 25, 1990.

7. File 10-90-3. [Rescinding Permit] Resolution rescinding Resolution No. 184-74 of the Board of Supervisors granting permission to occupy a portion of the subsidewalk area with a grease interceptor on the west side of Mason Street, south of Northpoint Street, being 2455 Mason Street, Lot 1 in Assessor's Block 30. (Department of Public Works)

ACTION: Hearing held. Recommended.



SF
90.16
3
1/19/90

CALENDAR - [ACTIONS TAKEN] DOCUMENTS DEPT.
MEETING OF
CITY SERVICES COMMITTEE
Board of Supervisors
City and County of San Francisco

JUN 21 1990

Tuesday, June 19, 1990 - 10:00 a.m. Legislative Chamber
2nd Floor, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Hongisto

Clerk: Mary L. Red

1. File 12-90-5. Hearing to consider Senate Bill 768, relating to mandating employer paid health insurance. (Supervisor Ward)
(Continued from 6/12/90)

ACTION: Hearing held. Filed.

2. File 118-90-4. [Disaster Register] Ordinance amending Health Code by adding Section 266 to require the establishment of a registry for senior and disabled persons who wish to be contacted in the event of a disaster. (Supervisor Nelder)

ACTION: Hearing held. Amended on line 18, page 1; after disabled add: ", and those who employ or house persons who are eligible to register." and after one add: "whose life functions have been significantly altered by their medical condition or disease, or who has any other significantly disabling physical or mental condition including, but not limited to," delete "who has". Recommended as amended. Supervisor Alioto added as sponsor.

3. File 24-90-5. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit Nos 90MSE-058 and 90MSE-059 for property located at 333 and 337 Upper Terrace, to compact fill with concrete a retaining wall; remove existing concrete barrier; construct new wood barrier (match existing); construct concrete driveway with two metal guardrails on concrete curb (6'0" of guardrail to be removable). (Carol B. Glanville)

ACTION: Hearing held. Consideration continued to July 3, 1990.

4. File 188-90-3. Hearing to consider the March 21, 1990 Groundwater Management Report. (Supervisor Hsieh)

ACTION: Hearing held. Filed.



5. File 188-90-4. [Ground Water Utilization] Resolution urging the Mayor to urge the Public Utilities Commission to direct the Water Department to actively pursue a program of testing and utilization of the local groundwater supply. (Supervisors Hsieh, Kennedy, Nelder, Alioto, Maher, Gonzalez, Ward)

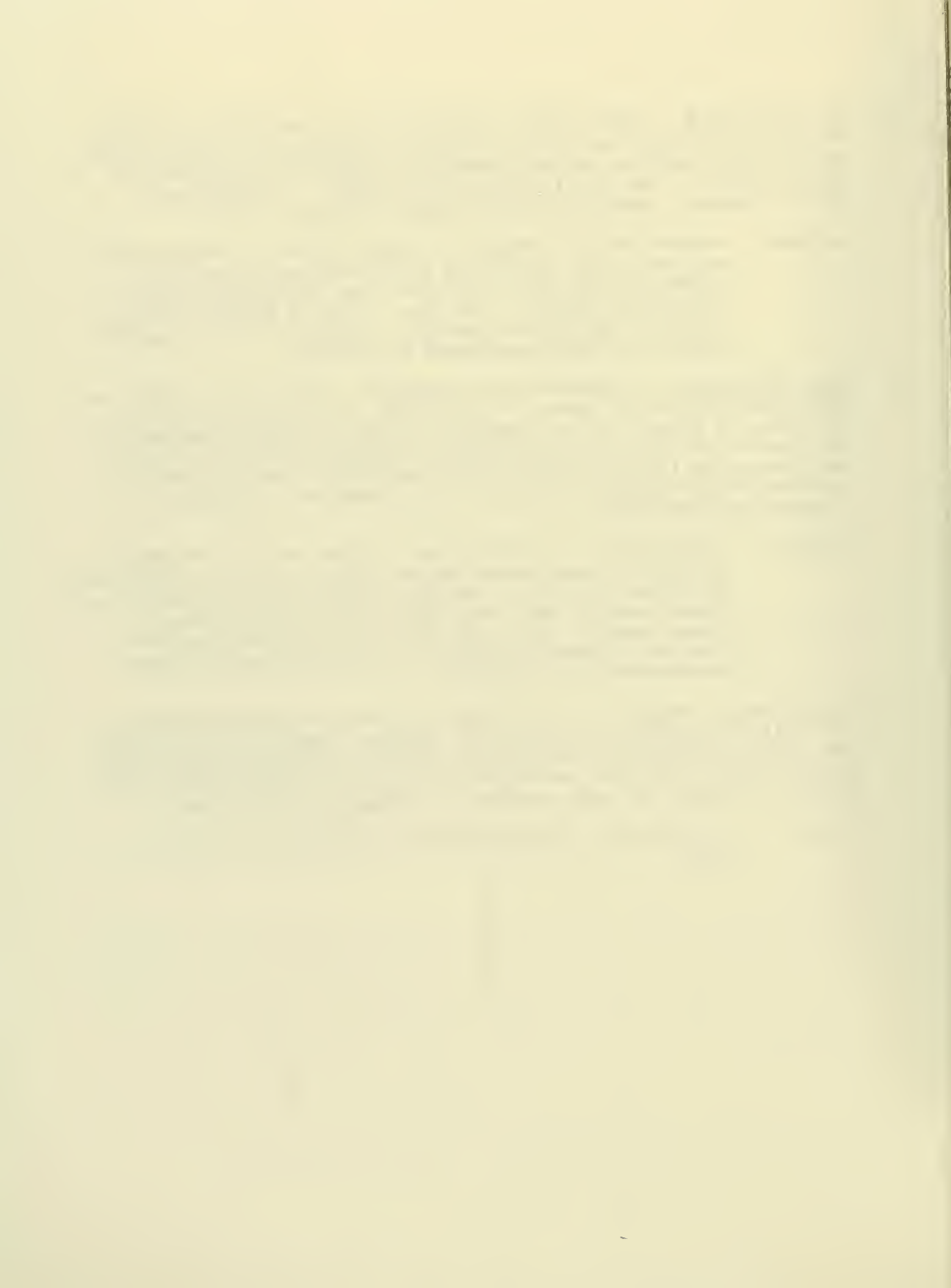
ACTION: Hearing held. Amended on page 2 line 13 after where, add the word "safe"; on line 20 delete "test" and after at, add "or near"; on line 25 delete "and irrigation needs". On page 3 line 4 delete "using" and add "increasing use of". Recommended as amended. Supervisor Hallinan added as sponsor.

6. File 270-90-10. [Disaster Preparedness] Resolution urging the Department of Public Works, through the Chief Administrative Officer, to enter into an agreement with the Associated General Contractors of California whereby the AGC would provide free assistance in locating specialized equipment from its members that may be needed by the City in the event of a disaster. (Supervisor Gonzalez)

ACTION: Hearing held. Amended page 2 line 10, add "WHEREAS, AGC public statements reflect that over 25% of AGC San Francisco District contractor members are minority and women owned firms, over 50% of the journey level trades people, and over 75% of the apprentices AGC contractor members employ are minorities and women". Recommended as amended.

7. File 7-90-5. Hearing to consider reviewing Municipal Railway and Police Department response to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues. (Supervisor Gonzalez)

ACTION: Hearing held. Consideration continued to July 17, 1990.



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

June 28, 1990

TO: City Services Committee

FROM: Budget Analyst

SUBJECT: July 3, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

JUL 2 1990

SAN FRANCISCO
PUBLIC LIBRARY

Item 1 - File 242-87

Note: This item was continued from the April 3, 1990 City Services Committee meeting.

This item is a hearing to consider the Seismic Investigation and Hazard Survey Advisory Committee (SIHSAC) recommendations on the seismic safety condition of buildings throughout San Francisco. SIHSAC consists of 16 members appointed by the Public Works Director. The City's Building Code requires that the qualifications of the SIHSAC members shall be as follows:

Field of Expertise

3 members	Structural Engineering
2 members	Geology
2 members	Soils Engineering
2 members	Architecture
1 member	Seismology
1 member	Fire Protection
1 member	Electrical Engineering
1 member	Rehabilitation Contracting
1 member	Real Estate Loans
1 member	Housing Relocation
1 member	Mechanical Engineering

Memo to City Services Committee
July 3, 1990 City Services Committee Meeting

Mr. David Prowler, seismic safety consultant to the CAO, reports that SIHSAC is continuing its study and expects to be completed and have a report available in September 1990. SIHSAC is using the Department of City Planning to perform this study as part of a \$363,000 (previously approved 1988 appropriation) project to determine the environmental and socio-economic effects of requiring the reconstruction of seismically hazardous buildings and a \$79,300 (previously approved 1989 appropriation) project to investigate and analyze earthquake damage. The CAO's recommendations on seismic safety conditions of San Francisco buildings based upon the planned SIHSAC report will be finalized in December 1990.

Item 2 - File 270-89-4.1

Note: This item was continued from the April 3, 1990 City Services Committee meeting.

1. This item is a hearing to consider the results of the City's inspections of unreinforced masonry buildings (UMBs) subsequent to the October 17, 1989, earthquake.

2. State Senate Bill (SB) 547, passed in 1986, requires that local jurisdictions inventory UMBs and prepare mitigation programs to address the seismic vulnerability of such structures. SB 547 also requires that mitigation programs be in effect by December 31, 1989, for all cities in the Bay Area. Mr. David Prowler, UMBs and seismic safety consultant to the CAO, reports that the State has accepted the City's SB 547 report on mitigation programs which identifies UMBs and notifies the owners that their buildings are considered UMBs which might require retrofit.

3. The Department of Public Works reported on the City's list of UMBs in March, 1986, that showed there are approximately 2,058 UMBs in the City. Of the 2,058 total, 1,289 are commercial or industrial and 769 are residential or mixed residential and commercial.

4. The Board of Supervisors previously approved a \$400,000 supplemental appropriation (File 101-88-57) for (a) the Department of City Planning (\$363,000) for a study of the environmental and socio-economic impacts of requiring the reconstruction of seismically hazardous buildings and related administrative costs and (b) the Chief Administrative Officer (CAO) (\$37,000) to develop the City's seismic reconstruction program. Mr. Prowler indicates that these reports will be completed by September, 1990.

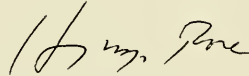
Memo to City Services Committee
July 3, 1990 City Services Committee Meeting

5. Additionally, in December of 1989, the Board of Supervisors approved a \$79,300 supplemental appropriation to the Department of City Planning and the CAO to investigate and analyze earthquake damage. A draft report on earthquake damage to UMBs indicates the following:

<u>Damage Class</u>	<u>Damage Class Basis*</u>	<u>Number of UMBs</u>	<u>Total Square Feet</u>
None	0	1,238	20,388,484
Slight	0-1%	406	7,866,706
Light	1-10%	187	3,440,805
Moderate	10-30%	103	2,589,129
Heavy	30-60%	19	563,362
Severe	60-100%	<u>17</u>	<u>610,828</u>
Total		1,970	35,459,314

*Damage Class is based on the percentage of estimated repair costs compared to total replacement costs of a UMB.

The data in this table is based upon information from surveys performed after the October Earthquake. This information includes an evaluation of 1,970 or 95.7% of the total 2,058 UMBs in the City.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

June 15, 1990

DOCUMENTS DEPT.

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: June 19, 1990 City Services Committee Meeting

JUN 1 1990

SAN FRANCISCO
PUBLIC LIBRARY

Item 2 - File 118-90-4

1. The proposed ordinance would amend Part II, Chapter V of the San Francisco Municipal Code (Health Code) by adding Section 266 requiring the Department of Public Health (DPH) to establish a register for senior and disabled persons who wish to be contacted in the event of a disaster.

2. The DPH would maintain the register and, in the event of a major earthquake or other disaster which poses a threat of injury to senior and disabled persons, the DPH would visit or contact the registered persons to determine if they need medical or other assistance.

3. The proposed ordinance specifies that by adopting the proposed ordinance, the City is not liable for any damages that may be claimed as resulting from the operation of the proposed register.

Comments

1. The DPH reports that approximately 135,000 senior and disabled persons reside in San Francisco. For the purposes of preparing cost estimates, the DPH assumed that 60 percent or 81,000 of the 135,000 senior and disabled residents would participate in the register. Based on this assumption, the DPH estimates that the costs of providing the proposed registry could be expected to be as follows:

Initial Start-Up

\$85,000

One-time costs to initiate the register, including database hardware and software, forms, data entry, and recruiting of registrants.

Annual Maintenance

\$35,000

Data entry, telephone costs and administration to update the register.

Utilization After Disaster

\$300,000

Estimates are based on the scenario of a disaster that affects 50 percent of the City, and that some of the registrants could be contacted by telephone and some would need to be visited. Costs include labor for telephone contacts and visits, use of automobiles for visits, and follow-up visits as necessary.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Item 6 - File 270-90-10

Department: Department of Public Works

Item: Resolution urging the Department of Public Works, through the Chief Administrative Officer, to enter into an agreement with the Associated General Contractors of California whereby the AGC would provide free assistance in locating specialized equipment, from its members, that may be needed by the City in the event of a disaster.

Description: The Association of General Contractors of California (AGC) has developed, in cooperation with the State Office of Emergency Services, an Emergency Assistance Program, which offers the location of specialized equipment owned by members of the AGC for use in responding to a disaster.

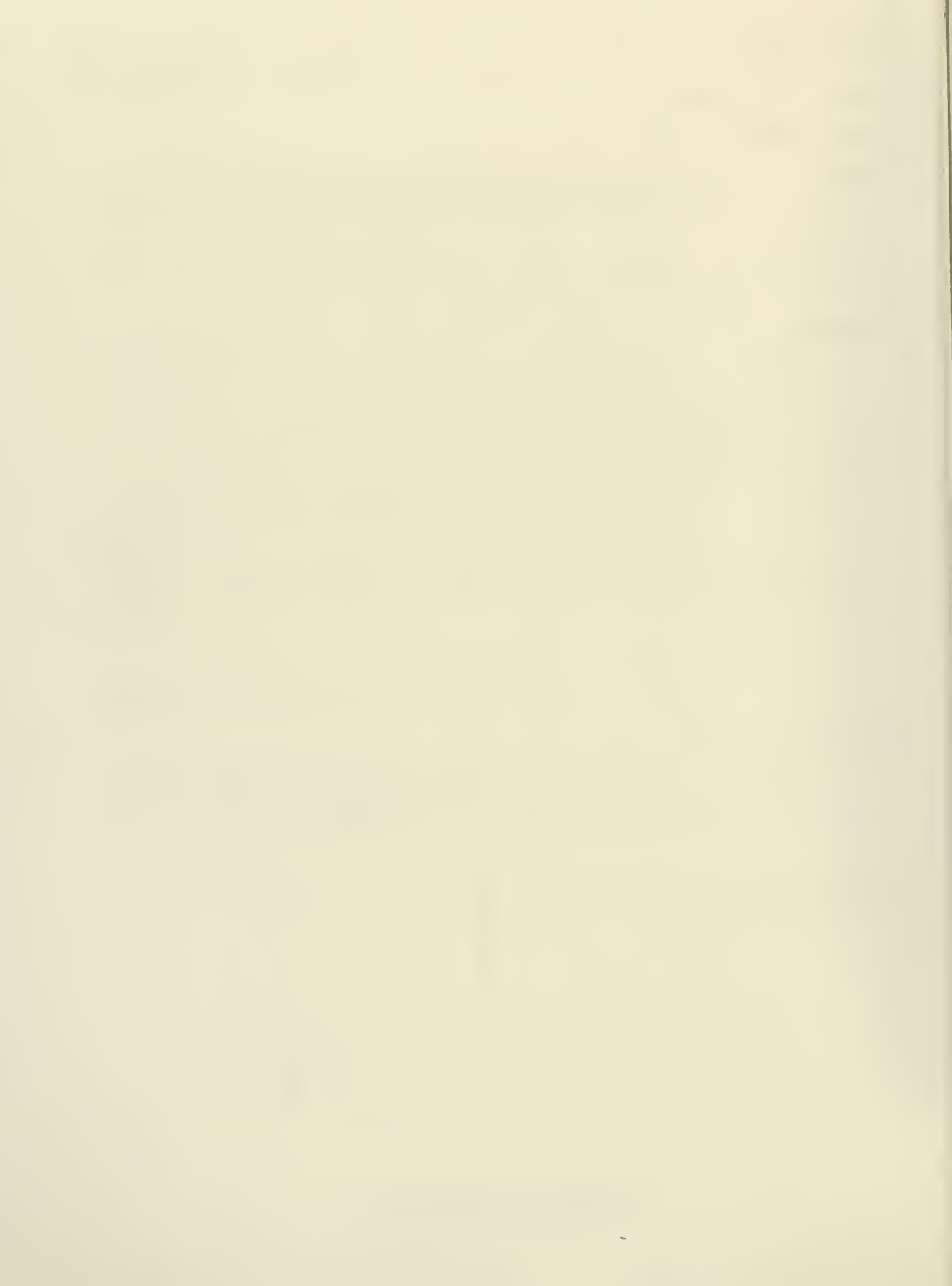
The proposed resolution urges DPW, through the Chief Administrative Officer, to enter into an agreement with the AGC to take advantage of the Emergency Assistance Program for locating specialized equipment. In the event of a disaster that required special equipment, the City could contact the AGC through a special telephone number maintained by the AGC to locate special equipment owned by AGC members.

Specialized equipment may include such items as large cranes, bulldozers, or light towers, which the City does not own.

Comments: Mr. Richard Evans of DPW advises that the City would incur no cost from entering into such an agreement with the AGC. However, in the event of a disaster, the City would be required to pay any rental fees on any specialized equipment provided by an AGC member contractor.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST



Item 7 - File 7-90-5

1. This item is a hearing to consider reviewing Muni and Police Department responses to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues.

2. The Police Department has estimated that the illegal street sale of Municipal Railway transfers is costing the City about \$1 million in lost revenue based on Police reports covering the Mission District. In the area of the Mission District, the Police Department advises that an average of 20 to 25 books of 100 transfers each are sold every day. The Mission District is considered the heaviest trade area for such transfers according to Police reports.

3. The Police Department has identified specific intersections as the main points for the illegal sale of transfers including 16th and Mission Street, 24th and Mission Street, along Sixth Street between Market and Mission Street and Castro and Market Street. Police reports indicate that the illegal sale of transfers has been steadily increasing over the past couple of years.

4. Annual MUNI revenues have generally averaged between \$74 million and \$76.5 million over the past two years. Under these circumstances the loss of revenue due to the illegal of transfers represents between 1.3 and 1.4 percent of the total revenue for MUNI. Since MUNI requires General Fund monies, any loss of revenues resulting from the illegal sale of transfers becomes a direct loss of funds from the City's General Fund.

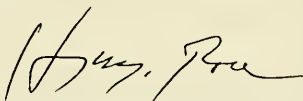
5. The Police Department reports that a sampling of twelve recent arrests indicates that 25 percent of these cases have implicated ex-MUNI drivers or relatives of MUNI drivers. According to Lt. Rich Holder of the Police Department, current MUNI drivers may be involved by either handing over the transfers books to someone or turning the other way when a book is stolen from the bus.

6. According to Mr. George Newkirk of MUNI, recent safeguards have been made to reverse the loss of books of transfers. Mr. Newkirk reports that each bus is equipped with a "lock box" which is used to secure extra transfer books until they are needed for distribution which should make it more difficult for the books of transfer to be stolen. Mr. Newkirk has advised the Police Department that there are no indications that current drivers are involved in the theft of the transfer books.

7. MUNI reports that there is no system in place to keep track of how many transfers are legitimately issued to passengers. MUNI only knows the general volume of transfers that are needed on a daily basis for each transit line.

8. The Police Department and MUNI are working together to curtail the theft of transfer books. Confiscated transfers have been turned over to MUNI officials by the Police Department. These transfers can be traced back to the individual drivers as each transfer is numbered. MUNI is reviewing such transfers to determine if there is a pattern in which the same drivers are regularly involved.

9. Both the MUNI and Police Department have been urging the District Attorney's Office to prosecute repeat offenders. First time offenders can be charged with possession of stolen property, a misdemeanor, or with a lesser infraction. According to the District Attorney's Office, about 50 transfer sale cases a month are processed and most of the defendants found guilty of selling transfers are put on probation or are placed in a work diversion program.


Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

S.O.16

3

7/2/90

(Calendar - Actions follow)

DOCUMENTS DEPT.

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

SAN FRANCISCO
PUBLIC LIBRARY

Tuesday, July 3, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Hongisto

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 242-87. Hearing to consider the Seismic Investigation and Hazard Survey Advisory Committee (SIHSAC) recommendations on seismic safety condition of buildings throughout San Francisco. (Supervisor Hsieh) (Continued from 4/3/90)

NOTE: It is the intention of the Chair to entertain a motion to continue this item to the Call of the Chair.

ACTION: Hearing held. Continued to call of the Chair.

2. File 270-89-4.1. Hearing to consider results of the City's inspections of unreinforced masonry buildings subsequent to the October 17, 1989 earthquake. (Supervisor Hsieh) (Continued from 4/3/90)

NOTE: It is the intention of the Chair to entertain a motion to continue this item to the Call of the Chair.

ACTION: Hearing held. Continued to call of the Chair.

3. File 24-90-5. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit Nos 90MSE-058 and 90MSE-059 for property located at 333 and 337 Upper Terrace, to compact fill with concrete a retaining wall; remove existing concrete barrier; construct new wood barrier (match existing); construct concrete driveway with two metal guardrails on concrete curb (6'0" of guardrail to be removable). (Carol B. Glanville) (Continued from 6/19/90)

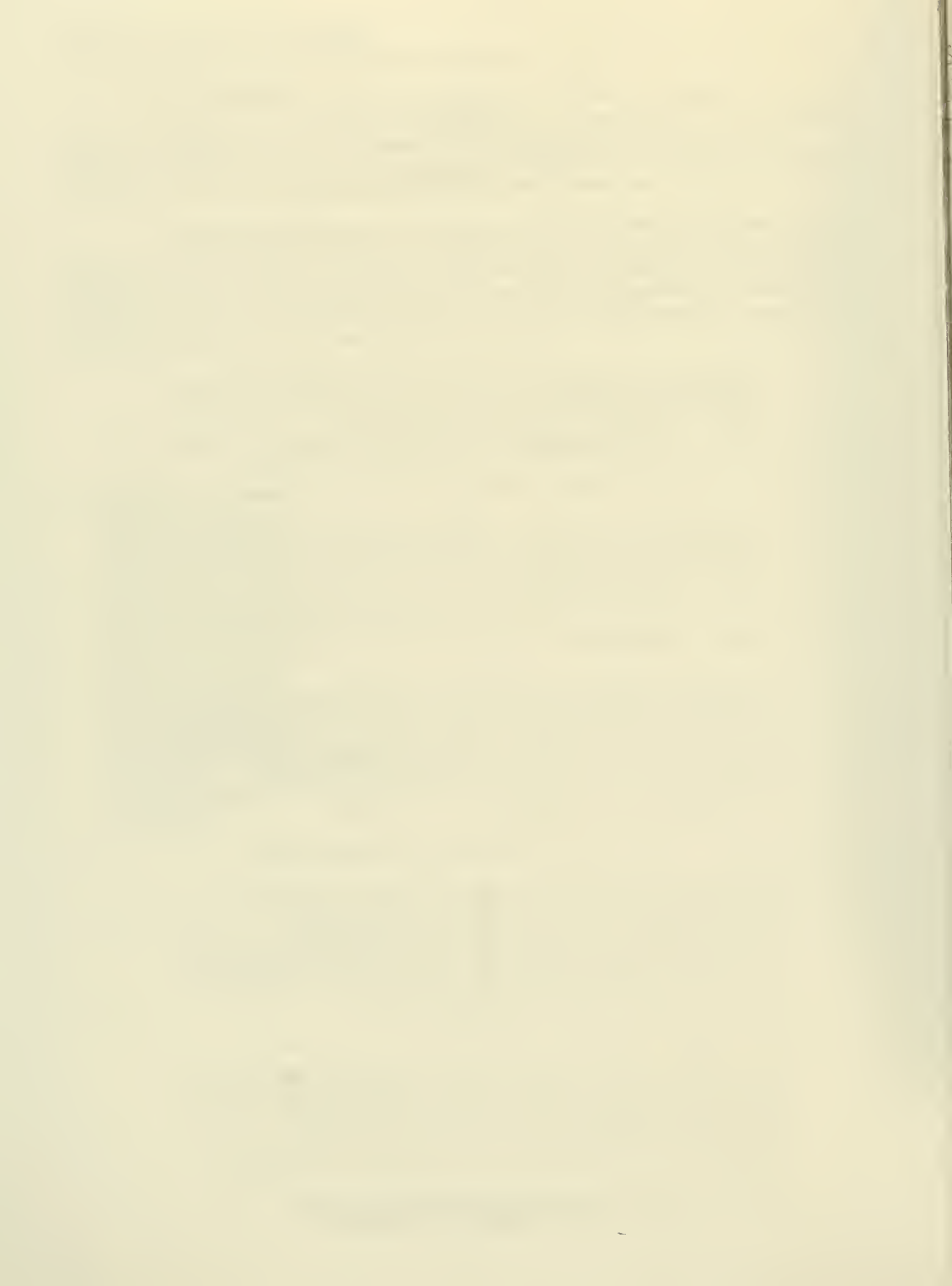
ACTION: Hearing held. Continued to call of the Chair.

4. File 10-90-4. Resolution granting revocable permission to Pacific Presbyterian Medical Center to install two (2) - 4 inch conduits and one (1) splice box under Clay Street for telecommunication purposes connecting Assessor's Block 612, Lot 8 (2410 Clay Street) and Assessor's Block 629, Lot 42 (2407 Clay Street); and adopting findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. Recommended.

5. File 248-90-1. Resolution urging the District Attorney of San Francisco to drop all charges against Joe Semien, and urging the Attorney General of the United States to drop criminal proceedings against Jock Sturges, and to urge the FBI to return his property, and declare that the San Francisco Board of Supervisors condemns any violation of first amendment rights of artists in the City and County of San Francisco. (Supervisor Hallinan)

ACTION: Hearing held. Recommended; Supervisors Alioto and Hongisto added as sponsor.



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

July 13, 1990

TO: City Services Committee

FROM: Budget Analyst

SUBJECT: July 17, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

JUL 17 1990

SAN FRANCISCO
PUBLIC LIBRARY

Item 3 - File 7-90-5

Note: This item was continued from the June 19, 1990 City Services Committee Meeting.

1. This item is a hearing to consider reviewing Muni and Police Department responses to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues.

2. The Police Department has estimated that the illegal street sale of Municipal Railway transfers is costing the City about \$1 million in lost revenue based on Police reports covering the Mission District. In the area of the Mission District, the Police Department advises that an average of 20 to 25 books of 100 transfers each are sold every day. The Mission District is considered the heaviest trade area for such transfers according to Police reports.

3. The Police Department has identified specific intersections as the main points for the illegal sale of transfers including 16th and Mission Street, 24th and Mission Street, along Sixth Street between Market and Mission Street and Castro and Market Street. Police reports indicate that the illegal sale of transfers has been steadily increasing over the past couple of years.

4. Annual MUNI revenues have generally averaged between \$74 million and \$76.5 million over the past two years. Under these circumstances the loss of revenue due to the illegal of transfers represents between 1.3 and 1.4 percent of the total revenue for MUNI. Since MUNI requires General Fund monies, any loss of revenues resulting from the illegal sale of transfers becomes a direct loss of funds from the City's General Fund.

5. The Police Department reports that a sampling of twelve recent arrests indicates that 25 percent of these cases have implicated ex-MUNI drivers or relatives of MUNI drivers. According to Lt. Rich Holder of the Police Department, current MUNI drivers may be involved by either handing over the transfers books to someone or turning the other way when a book is stolen from the bus.

6. According to Mr. George Newkirk of MUNI, recent safeguards have been made to reverse the loss of books of transfers. Mr. Newkirk reports that each bus is equipped with a "lock box" which is used to secure extra transfer books until they are needed for distribution which should make it more difficult for the books of transfer to be stolen. Mr. Newkirk has advised the Police Department that there are no indications that current drivers are involved in the theft of the transfer books.

7. MUNI reports that there is no system in place to keep track of how many transfers are legitimately issued to passengers. MUNI only knows the general volume of transfers that are needed on a daily basis for each transit line.

8. The Police Department and MUNI are working together to curtail the theft of transfer books. Confiscated transfers have been turned over to MUNI officials by the Police Department. These transfers can be traced back to the individual drivers as each transfer is numbered. MUNI is reviewing such transfers to determine if there is a pattern in which the same drivers are regularly involved.

9. Both the MUNI and Police Department have been urging the District Attorney's Office to prosecute repeat offenders. First time offenders can be charged with possession of stolen property, a misdemeanor, or with a lesser infraction. According to the District Attorney's Office, about 50 transfer sale cases a month are processed and most of the defendants found guilty of selling transfers are put on probation or are placed in a work diversion program.

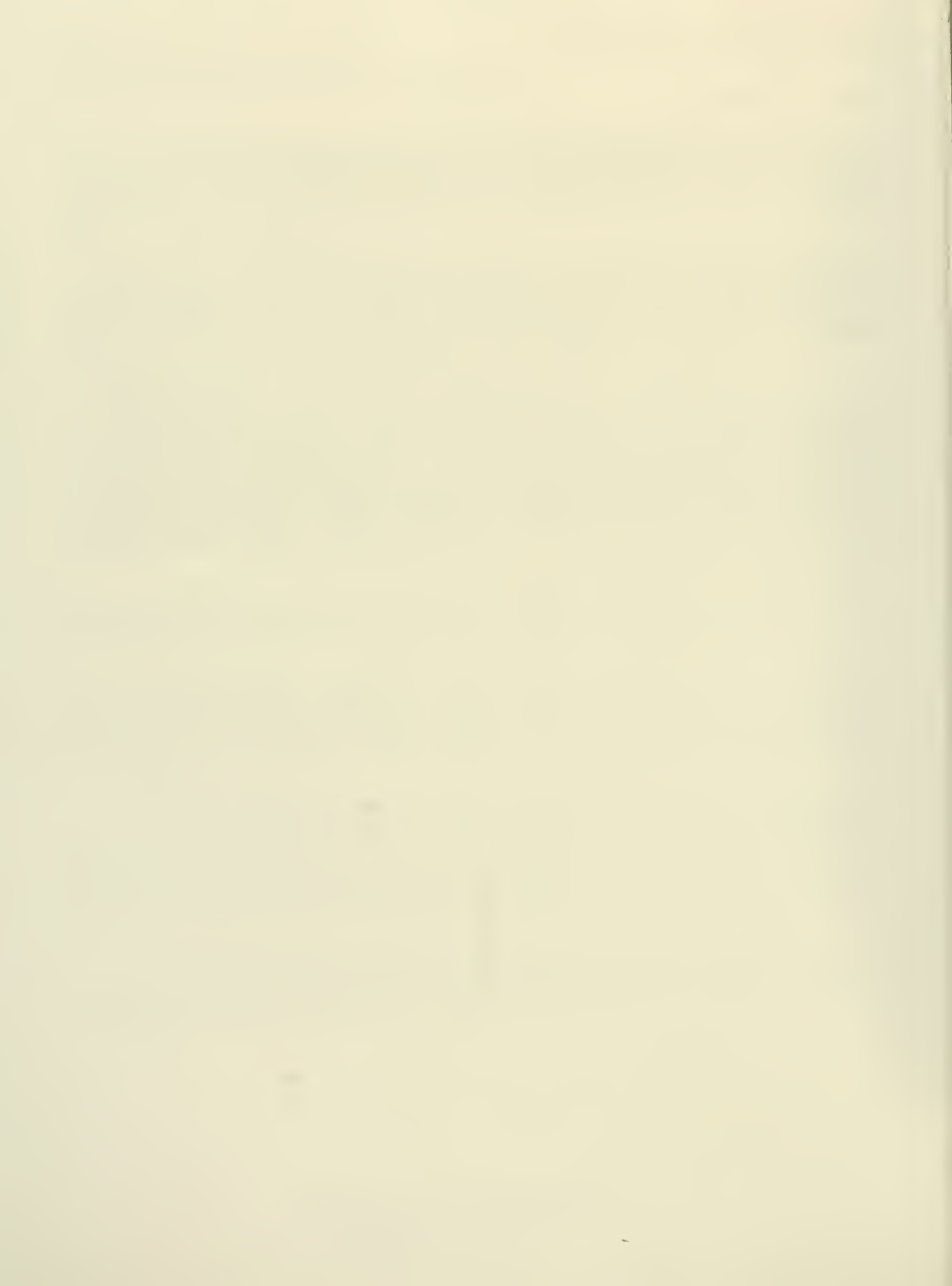
10. According to Ms. Samantha Yruegas of MUNI, the District Attorney is currently handling a case involving a person charged with selling MUNI transfers. Ms. Yruegas reports that the person charged in this case has never been employed by MUNI.

Item 5 - File 163-90-1

1. This item is a hearing to consider the street construction taking place along the entire length of Polk Street and the loss of business in terms of revenue and income to the local merchants as a result of the physical dislocation of parking spaces.

2. Mr. Bob Blue of the Water Department Construction Division reports that the Water Department completed a project on June 20, 1990 that stretched along nine blocks of Polk Street between Clay Street and Ellis Street. Mr. Blue states that the Water Department had received numerous complaints during the construction project from merchants due to the number of parking spaces disrupted.

3. Mr. Norman Bray of the Department of Public Works Traffic Engineering Division reports that there are currently only two small construction projects along Polk Street. There is a building construction project in the 1600 block (between Sacramento and Clay Streets), which is displacing four parking spaces and a sewer construction project at the corner of Fern Street alley and Polk Street, which is displacing 10 parking spaces (although the majority of the spaces are in the alley). Mr. Herm Alcalde of the Department of Public Works Engineering Bureau reports that the sewer construction project will be finished and the parking spaces made available by July 20, 1990.



Items 6 and 7 - File 121-90-3 and 121-90-4

Departments: Police Department
Controller's Office
Recreation and Parks Commission

Items: The proposed ordinance (File 121-90-3) would amend Article 9.6 of the Police Code by amending Sections 660, 660.1, 660.2, 660.3 and 660.14 and adding Sections 660.4-1, 660.4-2 and 660.14-1 relating to the regulation of the sales and solicitation activities of charitable organizations.

The proposed ordinance (File 121-90-4) would amend Article 13 of the Police Code by amending Section 869.3 relating to restrictions on peddling merchandise on public sidewalks.

Description: The proposed amendments to Article 9.6 of the Police Code (File 121-90-3) would impose increased restrictions on sidewalk sales activities by charitable organizations by amending the Charitable Solicitor Ordinance. The primary changes would be:

Location Restrictions: These restrictions include increasing the space available for pedestrian passage from six to eight feet, requiring organizations to sell on the curb side of the sidewalk and not on the building side, not allowing sales in certain curb areas, increasing the space between organizations from five to eight feet and putting certain areas such as Twin Peaks and certain portions of Fisherman's Wharf off limits for sales. The amendments would also put the regulation of park property under the Park Code and rules and regulations of the Recreation and Park Commission.

Disclosures: The amendments would require that charitable organizations provide financial information to the Police Department on forms provided by the Police Department. There would also be a requirement that the Controller's Office audit the financial information of three randomly chosen organizations. Professional fundraisers who solicit on behalf of charitable organizations would have to make certain disclosures to the Police Department about their activities.

Liability for Employees and Agents: The proposed ordinance would make it clear that charitable organizations and commercial fundraisers are responsible for the activities of those acting on their behalf.

Penalties and Forfeiture: Infraction penalties for violating the ordinance would increase from between \$75 and \$100 to \$125 and \$250. The proposed ordinance would also have a forfeiture procedure under which goods in the City's possession which were sold in violation of the ordinance would be forfeited.

The proposed amendments to Article 13 of the Police Code (File 121-90-4) would include pushcart peddlers as those who would be prohibited from peddling in the Twin Peaks area and add the north side of Jefferson Street between Jones and Taylor (the Fisherman's Wharf area) as a location that no peddlers or pushcart peddlers would be able to sell their merchandise.

Comments:

1. The City is currently appealing a decision by the Ninth Circuit Court of Appeals prohibiting the City from requiring that persons obtain a peddling permit to sell commercial merchandise that carry a religious, political, philosophical or ideological message on the sidewalks on behalf of charitable organization. According to Mr. Randy Riddle of the City Attorney's Office, the proposed ordinance would not be affected by these legal proceedings because the proposed ordinance requires charitable organizations to obtain only a certificate to sell merchandise and not a permit.
2. According to Mr. Gordon Park Li of the Municipal Court there were approximately 270 citations issued during Fiscal Year 1989-90 for violation of Section 660 of the Police Code. With a current average fine of \$88 (fines range between \$75 and \$100) and a collection rate of approximately 70 percent, the revenue accruing to the City was approximately \$16,632 in Fiscal Year 1989-90. Under the proposed ordinance (File 121-90-3), the fines would be increased to between \$125 and \$250, for an average of \$188 per citation. These increased fines, given the same number of issued citations (270) and similar collection rate (70 percent), would provide an additional \$18,900 in annual revenue to the City for a total of \$35,532. If the new, stricter ordinance were adopted there could also be additional revenues due to the issuance of more citations.
3. Sergeant Stephen Tacchini of the Police Department states that the Department is in favor of the proposed ordinance and that no additional staff would be needed to implement the new procedures. Enforcement activities would be not be affected by the new regulations that would be implemented by the proposed ordinance.

4. Mr. Young Choi of the Controller's Office states that he is concerned that the requirement of conducting three random audits per year of charitable organizations would take staff away from conducting internal audits of City departments. At this time, Mr. Choi could not determine if additional personnel would be needed to perform these audits because the forms that would need to be submitted by charitable organizations have not yet been developed.

5. Mr. Ernie Prindle of the Recreation and Parks Department states that the Department currently does not allow day-to-day peddling of goods in City parks (although the Department has several long-term arrangements with contractors and allows goods to be sold at special events). Mr. Prindle adds that if the proposed ordinance were adopted, the Recreation and Parks Commission would then consider further restrictions on peddling of goods within City parks.

6. There would be no additional costs to the City of adopting the amendments to Article 13 of the Police Code (File 121-90-4) which would expand restrictions on peddling in the Twin Peaks and Fisherman's Wharf areas.

Recommendation: The proposed ordinances are policy matters for the Board of Supervisors.

Memo to City Services Committee
July 17, 1990 City Services Committee Meeting

Item 8 - File 124-90-3

1. The proposed ordinance would amend Article 3, Section 38.F of the San Francisco Traffic Code to increase the fines for parking violations in red, green, white and blue zones in the area of the City bounded by Van Ness Avenue, Francisco Street and the San Francisco Bay.

2. Section 38.F currently stipulates that the fine for parking violations in a red, white or blue curb marking throughout the City is a minimum of \$20 and a maximum of \$100, and the parking violation fine at a green curb marking is a minimum of \$10 and a maximum of \$50. The proposed ordinance would increase the fines for red, green, white and blue zones, and make these fines uniform, in the area of the City bounded by Van Ness Avenue, Francisco Street and the San Francisco Bay (Fisherman's Wharf area), as follows:

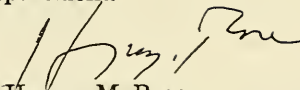
<u>Number of Infractions</u>	<u>MINIMUM FINE</u>		<u>MAXIMUM FINE</u>	
	<u>Current</u>	<u>Proposed</u>	<u>Current</u>	<u>Proposed</u>
First infraction				
Red, white or blue curbs	\$20	\$75	\$100	\$100
Green curbs	10	75	50	100
Second infraction within one year				
Red, white or blue curbs	20	150	100	200
Green curbs	10	150	50	200
Third infraction within one year				
Red, white or blue curbs	20	200	100	250
Green curbs	10	200	50	250

3. As of the writing of this report, the Parking and Traffic Department is unable to provide estimates regarding increased revenues that would result from the proposed ordinance. Mr. Tim Johnson of the Parking and Traffic Department reports that the Department is in the process of preparing the revenue estimates.

4. Ms. Rina Cutler, Director of the Parking and Traffic Department, states that the proposed ordinance, as currently written, would be difficult to enforce because the enforcement process currently does not provide a method to determine the number of infractions within one year, and the tickets are not designed to designate different rates for one particular area of the City. Ms. Cutler indicates that she will be meeting with the City Attorney's Office to suggest amendments to the proposed ordinance, and has requested that this item be continued.

Recommendation

Continue the item as requested by the Department.


Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, July 17, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Hongisto on items 2 and 4.

Clerk: Mary L. Red

1. File 10-90-5. Resolution granting revocable permission to Children's Hospital to install two (2) 4-inch conduits and two (2) splice boxes under Maple Street for telecommunication purposes connecting Assessor's Block 1016, Lot 2 and Assessor's Block 1017, Lot 28. (Department of Public Works)

ACTION: Hearing held. Recommended.

2. File 4-90-23. Resolution urging the Mayor to Declare the week of September 1, 1990 through September 7, 1990, National Healthcare Now Week. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

3. File 7-90-5. Hearing to consider reviewing Municipal Railway and Police Department response to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues. (Supervisor Gonzalez)
(Continued from 6/19/90)

ACTION: Hearing held. Consideration continued to September 18, 1990. Resolution prepared in/reported out of Committee entitled: "Urging the Mayor to urge the Public Utilities Commission and the Police Commission, and urging the District Attorney, to create an Interdepartmental Task Force to investigate ways to stop illegal street corner sales of Municipal Railway bus transfers and fast passes, and to report findings and recommendations to the City Services Committee of the Board of Supervisors by September 18, 1990." Recommended.

4. File 193-90-11. Hearing to consider the treatment and harassment of employees forced to work with cat on premises at Recreation and Park Department. (Supervisor Kennedy)

ACTION: Hearing held. Filed.

5. File 163-90-1. Hearing to consider the street construction taking place the entire length of Polk Street and the loss of business in terms of revenue and income to the local merchants as a result of the physical dislocation of parking spaces. (Supervisor Nelder)

ACTION: Hearing held. Filed.

6. File 121-90-3. [Charitable Solicitation] Ordinance amending Article 9.6 of the San Francisco Police Code by amending Sections 660, 660.1, 660.2, 660.3, 660.4 and 660.14 thereof and adding Sections 660.4-1; 660.4-2 and 660.14-1 thereto, relating to regulating the sales and solicitation activities of charitable organizations. (Supervisor Walker)

ACTION: Hearing held. Amendment of the Whole presented in Committee by Supervisor Walker; adopted.
Recommended. Supervisors Alioto, Hongisto, Nelder added as co-sponsors.

7. File 121-90-4. [Sidewalk Peddlers] Ordinance amending Article 13 of the San Francisco Police Code by amending Section 869.3 thereof, relating to peddling on the public sidewalks. (Supervisor Walker)

ACTION: Hearing held. Amendment of the Whole presented in Committee by Supervisor Walker; adopted.
Recommended. Supervisors Alioto, Hongisto, Nelder added as co-sponsors.

8. File 124-90-3. [Parking Fines] Ordinance amending Article 3 of the San Francisco Traffic Code by amending Section 38.F thereof, relating to fines for parking violations in a specified area of the City. (Supervisor Walker)

ACTION: Hearing held. Consideration continued to call of the Chair at request of sponsor.

9. File 24-90-5. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit Nos 90MSE-058 and 90MSE-059 for property located at 333 and 337 Upper Terrace (Carol B. Glanville).

ACTION: Hearing held. Motion prepared in/reported out of Committee entitled: "Disapproving decision of Director of Public Works to issue a permit to occupy a portion of the sidewalk area at 333-337 Upper Terrace to compact fill with concrete retaining wall; remove existing concrete barrier; construct new wood barrier; and to construct concrete driveway with two metal guardrails on concrete curb." Recommended to Board July 30, 1990. Supervisor Alioto dissenting.

SF
90.16
2
7/90

CITY AND COUNTY



Public Library, Documents Dept.
ATTN: Gerry Roth
OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

August 3, 1990

DOCUMENTS DEPT.

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: August 7, 1990 City Services Committee Meeting

AUG 7 1990
SAN FRANCISCO
PUBLIC LIBRARY

Item 1 - File 9-90-2

Department: Department of Public Works (DPW)

Item: Ordinance accepting roadways, including curbs, of ten dedicated public streets in the Hunter's Point Redevelopment Project Area and ten blocks of Fulton Street.

Description: Section 7.601 of the Charter provides that the Board of Supervisors shall accept, on behalf of the City, any roadway or portion thereof for not less than one continuous block, upon written certification from the DPW, City Engineer that the following conditions have been met: (1) the roadway has been paved in accordance with the specifications of the Department of Public Works; (2) the roadway is in good condition and (3) sewer, gas and water pipes have been installed. If the Board of Supervisors approves the acceptance of such roadways, the City would thereafter assume responsibility for the ongoing repair and improvement of these roadways.

The DPW by Order No. 154,796 (see attached) has transmitted written certification to the Board of Supervisors that the roadways, including curbs, of the proposed ten dedicated public streets in the Hunters Point Redevelopment Project Area and ten blocks of Fulton Street have been constructed and improved to City standards and have passed inspection by the DPW. Mr. Raymond Wong, of the DPW, Bureau of Engineering, advises that, while it is not specifically mentioned in the written certification, the roadways have

met the three specific conditions of Charter Section 7.601. The proposed roadways, including curbs, are as follows:

1. Hunters Point Redevelopment Project
 - Bass Circle
 - Bell Circle
 - Carpenter Court
 - Hawkins Lane
 - Hillview Court
 - Jakey Court
 - Lindsay Circle
 - Mabrey Circle
 - Richards Circle
 - Whitney Young Circle - from Newcomb Avenue to Cashmere Young Court
2. Fulton Street
 - From 19th Avenue to 25th Avenue
 - From 26th Avenue to 27th Avenue
 - From 47th Avenue to the Great Highway

Comment: Mr. Wong, reports that the cost to repair and maintain the above noted roadways would be minimal. According to Mr. Wong the ten blocks in the Hunters Point Redevelopment Project combined with the ten blocks of Fulton Street constitutes approximately one mile in length and represents approximately .1% of the roadways currently maintained by the City. Mr. Wong advises that the cost to repair and maintain these roadways would be absorbed in the Department's maintenance budget.

Recommendation: Approve the proposed Ordinance.

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
ORDER NO. 154,796

TRANSMITTING LEGISLATION TO THE BOARD OF SUPERVISORS ACCEPTING THE ROADWAYS OF TEN DEDICATED PUBLIC STREETS IN THE HUNTERS POINT REDEVELOPMENT PROJECT AREA AND TEN BLOCKS OF FULTON STREET FROM NINETEENTH AVENUE TO TWENTY-FIFTH AVENUE, FROM TWENTY SIXTH AVENUE TO TWENTY-SEVENTH AVENUE, AND FROM FORTY-SEVENTH AVENUE TO THE GREAT HIGHWAY.

The roadways, including curbs, of the following dedicated public streets in the Hunters Point Redevelopment project area and the ten blocks of Fulton Street have been constructed and improved to City standards, and have been inspected to the satisfaction of the Department of Public Works:

Bass Circle
Bell Court
Carpenter Court
Hawkins Lane
Hillview Court
Jakey Court
Lindsay Circle
Mabrey Circle
Richards Circle
Whitney Young Circle -from Newcomb Avenue
to Cashmere Young Court

Fulton Street - from 19th Avenue to 20th Avenue
Fulton Street - from 20th Avenue to 21st Avenue
Fulton Street - from 21st Avenue to 22nd Avenue
Fulton Street - from 22nd Avenue to 23rd Avenue
Fulton Street - from 23rd Avenue to 24th Avenue
Fulton Street - from 24th Avenue to 25th Avenue
Fulton Street - from 26th Avenue to 27th Avenue
Fulton Street - from 47th Avenue to 48th Avenue
Fulton Street - from 48th Avenue to La Playa
Fulton Street - from La Playa to the Great Highway

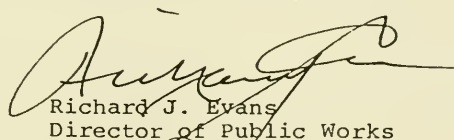
Transmitted herewith are the following:

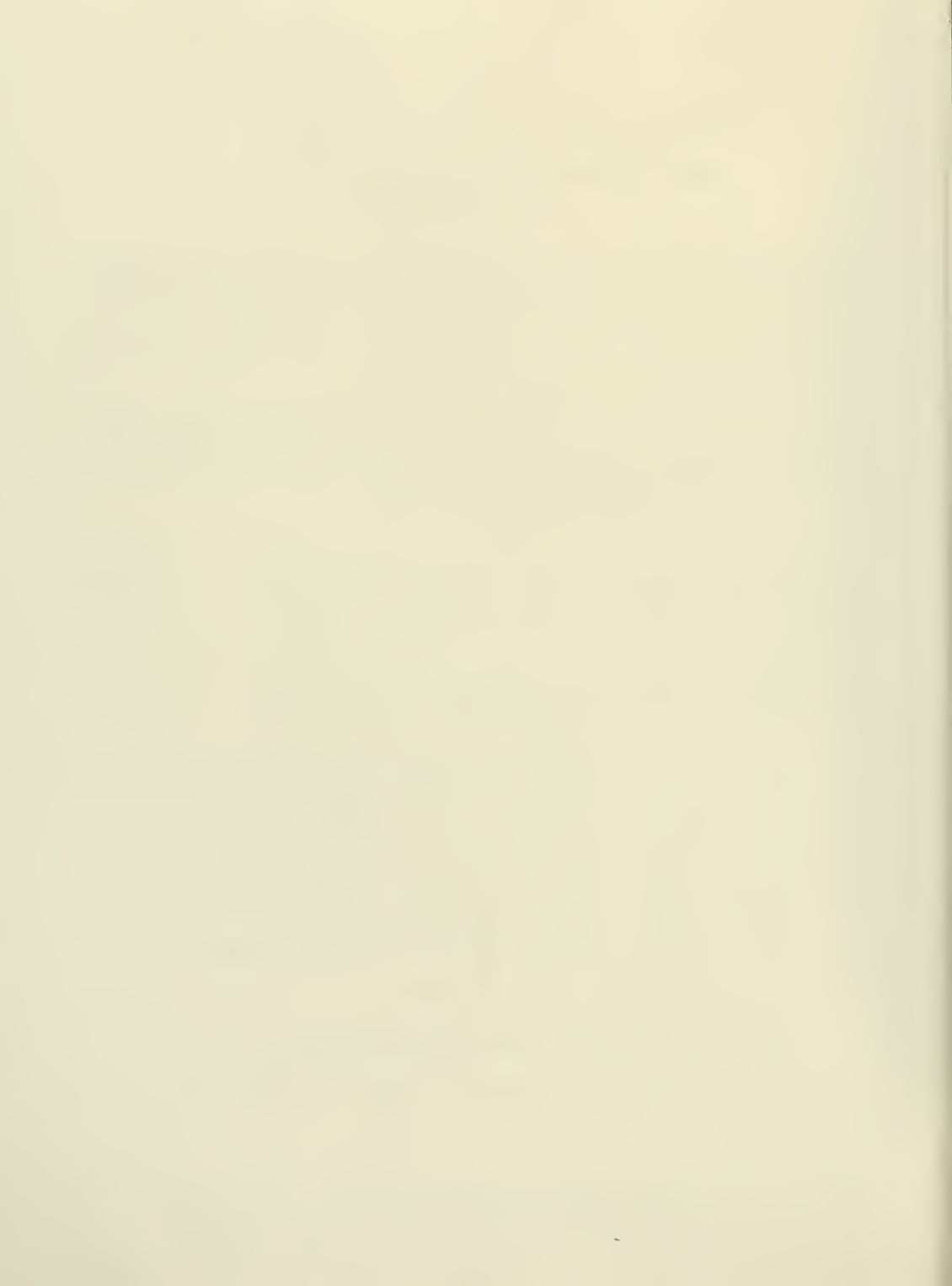
Three (3) copies of an Ordinance accepting the roadways, including curbs, of the above listed streets.

It is recommended that the Board of Supervisors adopt this legislation.

RECOMMENDED:


Frank H. Moss, Jr.
Deputy Director for Engineering
and City Engineer


Richard J. Evans
Director of Public Works



Item 2 - File 97-90-37

Department: Recreation and Park Department
Open Space/Park Renovation Citizens Advisory Committee

Item: The proposed ordinance would amend Section 1, Article IX of the Administrative Code to change the name of the Open Space/Park Renovation Citizens Advisory Committee, change the composition of its membership and delete Section 5.90 (d) which regulates the expenditure of funds by the committee.

These changes would make the Administrative Code consistent with Proposition E, which amended Section 6.413. Proposition E was approved by the voters on November 8, 1988, and became effective July 1, 1990.

Description: The proposed ordinance would change the name of the Committee from "Open Space/Park Renovation Citizens Advisory Committee" to the "Park and Open Space Advisory Committee".

The proposed ordinance also changes the composition of the Committee. Currently, the 23 members are chosen by the Board of Supervisors as a whole for two-year terms. Under the proposed ordinance, each Supervisor would appoint two members, one of which would be from a list of individuals representing citizens' organizations (see companion item 168-90-3). The other member appointed by each Supervisor would be chosen at large. One member would be appointed by the Mayor.

The proposed amendment also deletes Section 5.90 (d) which requires that funds appropriated to the Advisory Committee be expended for printing and advertising only.

Comments: 1. According to Mr. Phil Arnold, Recreation and Park Assistant General Manager, Section 5.90 (d) would be deleted because funds have never been appropriated to the Committee. He stated that all staff support is provided by the Recreation and Park Department or the City Planning Department.

2. Mr. Arnold stated that members of the Committee receive no compensation for their services.

Memo to City Services Committee
August 7, 1990 City Services Committee Meeting

3. The Budget Analyst concludes that this ordinance will have no fiscal impact on the City.

Recommendation: Approve the proposed ordinance.

Items 4 and 5 - Files 174-90-4 and 174-90-4.1

1. File 174-90-4 is a hearing to consider the April 30, 1990 report to the Board of Supervisors from the Arts Organizations Task Force.

File 174-90-4.1 is a hearing to extend the term of the Arts Organizations Task Force by one year.

2. On August 15, 1988, the Board of Supervisors adopted legislation which created the Arts Organizations Task Force (File 255-88-1.2). The legislation provided that the Arts Organizations Task Force would consist of 27 members selected as follows:

- (1) Two representatives selected from each of the governing boards of the following seven largest arts organizations in the City: The American Conservatory Theater, the Exploratorium, the Fine Arts Museums, the San Francisco Ballet, the San Francisco Museum of Modern Art, the San Francisco Opera and the San Francisco Symphony.
 - (2) Eleven representatives of the ethnic minority communities of the City to be selected by the Board of Supervisors.
 - (3) The Mayor and the Chief Administrative Officer.
3. The Arts Organizations Task Force was mandated to do the following:
- (1) Consider and make recommendations to the Board of Supervisors on the following three issues: (a) How to increase minority participation on the governing boards of the seven arts organizations listed above; (b) How to increase minority participation in the workforces of the seven arts organizations; (c) How each of the seven arts organizations can reach and increase minority audiences.
 - (2) Make recommendations regarding goals and timetables that the seven arts organizations should establish in increasing minority participation on their boards and in their workforces, and in reaching and increasing minority audiences.
 - (3) Provide a written report of its recommendations to the Board of Supervisors within one year of the effective date of the legislation.

4. The legislation that created the Arts Organizations Task Force stipulated that the City would not incur any costs with regard to the operations and staffing of the Arts Organizations Task Force.

5. The Arts Organizations Task Force initially met in April, 1989 and its first work session meeting was held in June, 1989. It has met once every month since that time. In accordance with its legislative mandate, the Task Force has prepared a report to the Board of Supervisors which sets forth recommendations on how the seven arts organizations can increase minority participation on their boards and in their workforces and increase minority audience participation. The Task Force reports that it interpreted its mandate to be development of recommendations of internal steps that the arts organizations themselves could take in order to increase minority participation in the aforementioned areas. A Summary of the Task Force's recommendations, as outlined in the report, are as follows:

(1) Recommendations on How to Increase Minority Participation on the Arts Organization's Boards

- a) Develop and adopt written guidelines or criteria for board membership establishing that boards should seek individuals who (1) represent the City's diverse multicultural communities, (2) can aid the arts organization in outreach and gaining support of such communities and (3) have demonstrated a fundamental interest in the art form involved.
- b) Pass along the names of potential minority board candidates who have indicated that they were not interested in the program of the inquiring organization but would be interested in another arts organization. The Task Force indicates that an informal exchange of names is already taking place among the arts organizations.
- c) Encourage minorities currently serving on governing boards to become more actively involved in the nominating process. Additionally, nominating committees should make diversification a major organizational priority.
- d) Increase minority participation in volunteer and auxiliary groups. For example, by setting up volunteer booths in lobbies or through a collaborative "arts fair" sponsored by the arts community.
- e) Obtain names of prospective multicultural board members by examining the lists of board members of other nonprofit organizations (ie., health care, educational institutions and community/civic organizations).

BOARD OF SUPERVISORS
BUDGET ANALYST

- f) Adopt a policy of commitment to board diversification and develop individual goals and timetables.

The Arts Organizations Task Force reports that board composition will be reported annually to the City's Grants for the Arts, (for those arts organizations that receive funding from this grant source), as a part of the regular review process and will be taken into account in annual evaluations for funding.

(2) Recommendations on How to Increase Minority Participation in the Arts Organization's Workforces

- a) Assign at least one regular, senior staff person to be responsible for managing affirmative action policies. The Task Force notes that several of the Arts organizations currently have human resources personnel and/or affirmative action officers.
- b) Encourage affirmative action officers and human resources personnel from each arts organization to continue to meet on a regular basis in order to exchange recruitment ideas and to identify and share names of potential minority candidates.
- c) Explore new modes of recruiting, such as holding an affirmative action job fair and participating in Career Days at colleges and universities. In addition, arts organizations should consider reassessing credential requirements in situations where experience maybe substituted for formal institutional training.
- d) Advertise job openings widely in all media including multicultural newspapers radio and television stations and newsletters. Multi-ethnic community organizations should also be contacted and used as a resource.
- e) Expand training opportunities to prepare more minority persons for professional positions in the arts. The Task Force notes that internships and apprenticeship programs provide an opportunity for minorities to develop a professional interest in the arts. The Task Force also recommends that the arts organizations explore the possibility of engaging in a collaborative training initiative and obtaining joint funding for such a program.
- f) Involve the governing boards in overseeing affirmative action plans by having the human resources personnel report annually to the governing boards on the progress of attaining goals.

(3) Recommendations on How to Increase Minority Audience Participation

- a) Gear more outreach efforts specifically to adults in the multicultural community. The Task Force notes that these efforts will vary depending on the arts organization.
- b) Contact civic, social and cultural organizations in the multicultural community to explore groups sales, discount admissions and/or promotions.
- c) Encourage appropriate representatives from each arts organization to continue to meet on a regular basis in order to share and exchange information and ideas for outreach. Also representatives from smaller arts organizations should be encouraged to attend these meetings from time to time.
- d) Encourage the artistic director of the arts organization to give strong consideration to scheduling seasonal productions, events and exhibits that will have a special appeal to the multicultural community, to the extent this is possible, and is consistent with the artistic objectives, purposes and standards established by the organization.
- e) Encourage the artistic director to make an increased effort to program and include in his or her professional companies, multicultural actors, artists, choreographers, dancers, directors, musicians and performers.
- f) Consider providing translations in order to overcome language barriers when it is necessary and appropriate to do so.
- g) The arts organizations should confirm their commitment to diversifying their audiences by making this an institutional mandate with full support of the governing board.

6. The Task Force reports that the seven arts organizations have agreed to bring the above listed recommendations to the attention of their full governing boards for implementation. The Task Force advises that many of the recommendations presented in this report have already been started as a direct result of Task Force meetings.

7. Ms. Chris Hellman, Chairperson of the Arts Organizations Task Force reports that, with the exception of the arts organizations undertaking a collaborative training program, that the Task Force anticipates its recommendations would primarily be implemented under the arts organizations existing levels of funding. According to Ms. Hellman, this would be accomplished, in general, by the arts organizations re-prioritizing their program expenditures. Ms. Hellman advises that should the arts organizations decide to

Memo to City Services Committee
August 7, 1990 City Services Committee Meeting

develop a collaborative training program, that they would seek funding from both the public and private sector. Ms. Hellman adds that the level of funds required for such a program is not known at this time.

8. As noted above, the Board of Supervisors adopted the legislation that created the Arts Organizations Task Force on August 15, 1988 (the legislation was formally approved August 19, 1988). The legislation contained a clause which provided that the Task Force would automatically dissolve one year after the effective date of the legislation. Subsequently, the Board of Supervisors approved an amendment to the legislation (File 197-89-3) which extended the term of the Task Force to August 19, 1990. The proposed legislation (File 174-90-4.1) would extend the term of the Arts Organization Task Force by one additional year, to August 19, 1991. The extension of the term of the Task Force is being requested in order to allow the Task Force to reconvene by approximately January of 1991, to assess to what degree the arts organizations have implemented the recommendations contained in the report to the Board of Supervisors. The Arts Organizations Task Force would continue to operate at no cost to the City for the duration of the one year extended term.



Item 6 - File 259-90-1

Department: Juvenile Probation

Item: Resolution finding that an emergency exists in accordance with Section 6.30 of the Administrative Code requiring immediate asbestos abatement at the Youth Guidance Center (YGC). The proposed resolution would also urge the Chief Administrative Officer to request the Director of Public Works to proceed in a most expeditious manner to obtain the services of an asbestos abatement consultant and all necessary planning, design and construction services to implement asbestos abatement at the Youth Guidance Center.

Description: Section 6.30 of the Administrative Code states that approval by the Board of Supervisors is to be obtained for emergency expenditures in excess of \$25,000. A Supplemental Appropriation Ordinance (File 101-90-3) totalling \$515,221 which includes \$456,000 for asbestos abatement work, is currently before the Finance Committee of the Board of Supervisors to fund the necessary asbestos abatement work.

According to Mr. Fred Jordan, Chief Probation Officer, YGC has multiple asbestos problems. Ceiling and flooring materials contain asbestos. Heating and ventilation pipe insulation in the Administration Building contain asbestos and are leaking. Pipe insulation in the boys and girls gymnasiums and in the storeroom contain asbestos. One of the holding cells in the Courtroom also contains asbestos. All of these areas require asbestos abatement and the roof needs to be repaired because the roof leaks. Leaking water from the roof and from the overhead pipes dissolves asbestos from the ceilings and from insulation on the pipes which is then deposited on furniture and floors in working and living areas. When the water evaporates, free asbestos coats the furniture and floors where it can easily be inhaled by the occupants.

To alleviate these asbestos problems, Juvenile Probation and the Department of Public Works (DPW) propose to repair the roof and leaking, overhead water pipes and to remove or seal off asbestos. DPW has estimated the costs of this project as follows:

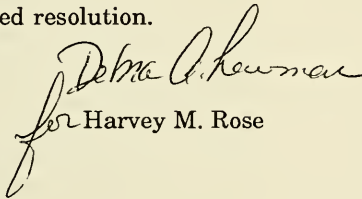
Remove all asbestos pipe insulation in Boys and Girls Gymnasiums	\$35,000
--	----------

Memo to City Services Committee
August 7, 1990 City Services Committee Meeting

Remove asbestos pipe insulation and encapsulate asbestos containing material on duct work and repair duct insulation in Storeroom	28,000
Repair all leaking pipes above acoustical ceiling in Administration Building and remove asbestos in Holding Room	90,000
Seal tunnels containing asbestos insulation wrapped pipes and purchase necessary equipment including negative air pressure machines and material for workers	43,000
Roofing Repair	<u>260,000</u>
Total	\$456,000

The joint venture of Cuevas and Mannion, a Minority Business Enterprise (MBE) that is currently working on safety improvement projects at YGC has been selected to perform the asbestos abatement work at YGC. According to Mr. Jim Buker of DPW, due to the emergency nature of the repairs, the contract to perform the roofing repair will be bid informally (bids will be accepted only from three preselected firms).

Recommendation: Approve the proposed resolution.


for Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

SF
S90 16
#3
8/7/90
c 2

REGULAR
MEETING OF
CITY SERVICES COMMITTEE
Board of Supervisors
City and County of San Francisco

[CALENDAR - ACTION
TAKEN]

Tuesday, August 7, 1990 - 10:00 a.m.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 9-90-2. [Street Acceptance] Ordinance accepting roadways, including curbs, of ten dedicated public streets in the Hunters Point Redevelopment Project area and ten blocks of Fulton Street from Nineteenth Avenue to Twenty-fifth Avenue, from Twenty-sixth Avenue to Twenty-seventh Avenue, and from Forty-seventh Avenue to the Great Highway. (Department of Public Works)

ACTION: Hearing held. Recommended.

2. File 97-90-37. [Park and Open Space Advisory Committee] Ordinance amending Section 5.90 of Article IX of the San Francisco Administrative Code, establishing an Open Space/Park Renovation Citizens Advisory Committee to change its name to the Park and Open Space Advisory Committee, and to change the composition of its membership, both changes being consistent with Proposition "E" as approved by the voters on November 8, 1988, which amended Section 6.413, effective July 1, 1990. (Clerk of the Board)

ACTION: Hearing held. Recommended.

3. File 168-90-3. Resolution qualifying organizations to submit nominations for appointment to the Park and Open Space Advisory Committee pursuant to Charter Section 6.413, g(2) and (3). (Recreation and Park Department)

Qualified Organizations:

California Native Plant Society - Yerba Buena Chapter
Friends of Recreation and Parks
Golden Gate Audubon Society, S.F. Conservation Committee
Proposition E Implementation Committee
San Francisco Beautiful
San Francisco Friends of the Urban Forest
San Francisco Group of the Sierra Club
San Francisco League of Conservation Voters
San Francisco League of Urban Gardeners
San Francisco Tomorrow
Save-The-Redwoods-League
Trust for Public Land

ACTION: Hearing held. Recommended. Supervisors Alioto and Hongisto added as sponsors

4. File 174-90-4. Hearing to consider the April 30, 1990 report to the Board of Supervisors from the Arts Organizations Task Force. (Supervisors Ward, Gonzalez)

ACTION: Hearing held. Filed. Supervisor Alioto added as sponsor.



5. File 174-90-4.1. Hearing to consider extending by one year the Arts Organizations Task Force. (Supervisor Ward)

ACTION: Hearing held. Resolution as presented in Committee on behalf of Supervisor Ward entitled: "[Arts Organizations Task Force] Amending Resolution No. 655-88, establishing an Arts Organizations Task Force and defining its duties and responsibilities, by extending by one year, from August 19, 1990 to August 19, 1991, the date for the automatic dissolution of the Task Force"; Recommended. Supervisor Alioto added as sponsor.

6. File 259-90-1. [Youth Guidance Center Emergency Asbestos Abatement] Resolution finding that an emergency exists requiring immediate asbestos abatement procedures in the Youth Guidance Center; urging the Chief Administrative Officer to request the Director of Public Works to proceed in a most expeditious manner in concert with the Mayor's Office, the Juvenile Probation Department and the Department of Public Health to obtain the services of an asbestos abatement consultant, all necessary planning, design and construction services to implement asbestos abatement at the Youth Guidance Center. (Supervisor Hallinan)

ACTION: Hearing held. Recommended.

7. File 60-90-11. Hearing to consider changing the official use of the term "absentee ballot" to "vote by mail." (Supervisor Alioto)

ACTION: Hearing held. Resolution as presented in Committee by Supervisor Alioto entitled: "[Absentee Ballots] Urging the State Legislature to pass legislation amending the California Elections Code to change the term "absentee ballot" to "vote by mail ballot"; Recommended.



SF
590.16
#2
8/21/90

CITY AND COUNTY



OF SAN FRANCISCO

Public Library, Documents Dept.

ATTN: Gerry Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

August 17, 1990

DOCUMENTS DEPT.

AUG 21 1990

SAN FRANCISCO
PUBLIC LIBRARY

TO: City Services Committee

FROM: Budget Analyst - Recommendations

SUBJECT: August 21, 1990 City Services Committee Meeting

Item 1 - File 12-90-25

Item: Resolution commending Senator Nicholas Petris for introducing the California Health Access Plan in SB 2868, endorsing the principles and goals of the plan and urging the State legislature to urge the Governor to immediately implement the plan.

Description: The Health Access Foundation, a Statewide coalition of health and human rights organizations, recently developed a comprehensive health plan for the State of California, entitled the California Health Access Plan. The Foundation used the Canadian health care system as a model in the development of this health plan. In May of 1990, the California Health Access Plan was introduced to the State Legislature by Senator Nicholas Petris in Senate Bill 2868. The components of the proposed Health Plan are summarized below:

1. Criteria for Eligibility

All residents of California who have satisfied a length-of-residence requirement would be eligible for enrollment in the Health Plan. All employed persons and their dependents and all persons eligible for Medi-Cal would be eligible immediately, regardless of their length-of-residency. Medicare beneficiaries who have recently arrived in California, would be required to continue to use their traditional Medicare plan until they met the length-of-residency requirement.

2. Health Benefits

Comprehensive health-related benefits and services would be available to all Californians. These benefits and services would include, preventative, diagnostic, acute, therapeutic, intermediate and long term care. The Health Plan provides for initial limitations on dental, mental health and prescription drug benefits. Routine dental care would be provided for children under 12. Mental health benefits that are comparable to those now provided by pre-paid plans would be available. Prescription drugs would be partially covered, with the consumer paying a deductible. Only health benefits that do not duplicate those offered by the Health Plan, would be offered by employers, insurance companies, or health care providers.

3. Consumer Options Under the Health Plan

All eligible Californians would be able to select from among several pre-paid plans (i.e., health maintenance organizations) or opt for a fee-for-service plan where they would choose their own health care providers and possibly pay moderate co-payments or deductibles. As noted above, under the Health Plan, all health care benefits and services would be primarily financed through federal funding and various taxes, therefore consumers would only be directly responsible for payments associated with co-payments or deductibles. There would be an opportunity for consumers to change plans once each year during an open enrollment period.

4. Health Provider Options Under the Health Plan

All eligible health care providers would have the option to participate in the fee-for-service plans or the pre-paid plans. Physicians, hospitals and other licensed providers would be compensated by the State for all covered care provided to eligible consumers. The State's method of reimbursement would vary, according to the type of health care provider and whether the consumer was under a fee-for-service plan or a pre-paid plan.

5. Administration of the Health Plan

A Statewide commission, modeled after the Public Employees Retirement Systems (PERS), would be responsible for setting policy relative to the health plan, and for administering the Health Plan program. The commission would evaluate pre-paid health systems and contract with those deemed qualified to provide benefits and services. In addition, the commission would contract with one or more agencies (i.e., private insurers) to administer a fee-for-service plan for those who choose this option. State agencies that now perform separate functions related to health care

delivery, finance, licensing and purchasing would be eliminated or their functions would be incorporated into the Statewide Commission's program.

6. Health Plan Financing

The health plan would be primarily financed through Federal funds (Medicare and Medicaid) and an employer payroll tax that would replace, and roughly equal, the premiums now paid by employers for health care insurance. This payroll tax would be applied to all employers, including those that do not currently pay premiums for health care insurance. According to the Foundation, other possible sources of funding for the Health Plan would include: Alcohol and Tobacco taxes; a non-wage income tax; a tax aimed at capturing each County's current contribution to medical care for the indigent; a liability insurance tax which would capture health care costs from auto insurance, personal insurance or malpractice suits and; a tax on inheritance to capture some of the lost income from providing long term care.

Comments:

1. According to the Health Access Foundation, the Health Plan would stabilize health care costs in California because the overall expenditure of funds in the State's health industry would be controlled by the proposed Statewide commission, which is a component of the Health Plan. The commission would negotiate health care rates and fees and would set a per capita limit on health care costs each year and adjust health care payments and utilization to meet the limit.

2. The Foundation acknowledges that the Health Plan would initially generate some additional health care costs due to expanded consumer utilization of the State's health care services and the Health Plan's comprehensive benefits, including long term care. However, the Foundation believes that the Health Plan would, in the long term, save money by reducing the size of State government, (i.e., through the elimination of State agencies currently performing functions related to health care delivery), reducing administrative costs of health care and promoting early treatment of health problems.

3. As of the writing of this report, the Health Access Foundation was unable to provide the Budget Analyst with specific cost estimates for the Health Plan.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 2 - File 30-90-11

Department: Department of Public Health (DPH), Division of Mental Health Programs, Community Mental Health Services

Item: The proposed resolution would approve the City's and County's preliminary Short-Doyle Plan (Part A) for mental health services for FY 1990-91. The Board of Supervisors approval is required by the State Short-Doyle Act.

Description: The preliminary Short-Doyle Plan (Part A) was prepared by DPH for submission to the State of California, Department of Mental Health and contains endorsements, assurances of compliance and summary budget information for 1990-91.

A comparison of the proposed program budget for FY 1990-91 with the FY 1989-90 budget is as follows:

	<u>FY</u> <u>1989-90</u>	<u>FY</u> <u>1990-91</u>	<u>Increase</u> <u>Decrease</u>
State Short-Doyle Funds	\$31,062,683	\$31,642,261	\$579,578
Miscellaneous Revenues*	27,832,221	30,509,432	2,677,211
Required City Match	5,132,102	4,635,475	(496,627)
City Overmatch	<u>26,172,994</u>	<u>33,901,957</u>	<u>7,728,963</u>
Program Total	\$90,200,000	\$100,689,125	\$10,489,125

*Grants, patients fees, patient insurance, Medi-Cal (both federal and non-federal) and Medicare.

- Comments:**
1. The total program costs of \$100,689,125 includes \$78,100,000 for community programs and \$22,589,125 for the Napa State Hospital services provided to San Francisco City and County residents.
 2. The required City match of \$4,635,475 is based on a ten percent match for outpatient services and a 15 percent match for inpatient services.
 3. The City Overmatch revenue of \$33,901,957 is funding above that which is required for the Short-Doyle Plan. The City overmatches the State Short-Doyle Plan from the General Fund in order to provide mental health services beyond the minimum level that the State requires. The FY 1990-91 City Overmatch of \$33,901,957 is a \$7,728,963, or 30 percent increase over the FY 1989-90 \$26,172,994 City Overmatch. The City Overmatch funds are included in DPH's FY 1990-91 budget. Ms. Monique Zmuda of DPH reports that the substantial City Overmatch increase is necessary for the City to maintain its current level of mental

BOARD OF SUPERVISORS
BUDGET ANALYST

health services because the State FY 1990-91 Short-Doyle allocation did not keep up with increased expenses. Of the \$7.7 million Overmatch increase, \$3.4 million would be used to help fund the six percent salary standardization included in the City's FY 1990-91 budget. \$2 million would be allocated for the the four percent cost-of-living increase for all contractors which was approved by the Mayor's Office and the Board of Supervisors for FY 1990-91. \$1.2 million would be used directly to make up for State Short-Doyle revenue shortages. The final \$1.1 million includes additional funding for the two new multi-service homeless shelters and the jail diversion project which were included in the City's Overmatch total.

4. The preliminary Short-Doyle Plan (Part A) has been approved by the Mental Health Advisory Board's Planning and Policy Committee.

5. Later in the fiscal year, the DPH will submit another resolution which would approve the submission of the final Short-Doyle Plan (Part B). Part B will detail the City's mental health services, including the eligibility requirements for clients, description of various programs and a final budget of proposed City costs to provide mental health services. Approval by the Board of Supervisors of the final Short-Doyle Plan is required prior to the release by the State of the City's full Short-Doyle allocation to the City.

6. The Short-Doyle Plan includes all of the City's budgeted mental health service programs as well as proposed programs that are subject to future approvals of grant funds.

7. Ms. Zmuda reports that because of the State budget cuts, the City's Short-Doyle funding will be cut by approximately \$11.86 million, reducing the total Short-Doyle program from \$100,689,125 to approximately \$88,829,125. DPH is currently holding hearings on specifically how these cuts will impact City programs and additional hearings have been scheduled with the Finance Committee.

8. Ms. Zmuda reports that the Board of Supervisor's approval of this Short-Doyle Plan will not commit the City to this specific budget allocation, but rather the City's contribution to the Short-Doyle Plan will be revised along with DPH's budget to take the State budget cuts into account. Ms. Zmuda advises that delaying the approval of this preliminary Short-Doyle Plan until the budget impact is clearer would only hinder DPH's ability to obtain any State funding, because as Ms. Zmuda reports, DPH cannot receive any State funding until

Memo to City Services Committee
August 21, 1990

the Board of Supervisors approves this proposed Short-Doyle Plan.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST



Item 3 and 4 - Files 53-90-1 and 53-90-1.1

Department: Department of Public Works (DPW)
Clean Water Program (CWP)

Items: Resolution adopting Final Environmental Impact Report which finds and determines that the proposed construction of any of five alternative Richmond Transport Projects will not have a significant impact on the environment (File 53-90-1).

Resolution approving the Clean Water Program Facility Plan for the the construction of the Richmond Transport Water Pollution Control Facilities, adopting Alternative R-2 described in the Facility Plan and Final Environmental Impact Report as the preferred proposed project, and adopting the City Planning Commission's determination that the project is in conformity with the San Francisco Master Plan and is consistent with San Francisco Planning Code Section 101.1 priority policies (File 53-90-1.1).

Description: The Richmond Transport Project is a combination of underground retention facilities to store excess wet-weather flow, and enlarge interceptor sewers to convey additional flow to the recently completed Westside Transport for subsequent treatment at the Oceanside Water Pollution Control Plant. The current planning phase consists of the completion of the facilities plan, including an Environmental Impact Report (EIR), in accordance with requirement of the Federal Environmental Protection Agency (EPA). Under the plan, the Regional Water Quality Control Board (RWQCB) has mandated the control of all Combined Sewer Overflows (CSO) from the Richmond District at Baker Beach from an average of 40 overflows per year to eight overflows per year.

The San Francisco City Planning Commission certified the Final Environmental Impact Report for the Richmond Transport Project on June 28, 1990. That report analyzed the potential environmental impacts of five alternative proposals for the collection, storage and transport of sewage in the Richmond District. Based on these analyses the Chief Administrative Officer (CAO) and the Director of the Department of Public Works (DPW) recommend Alternative R-2, one of five alternate plans in the Final EIR, a gravity tunnel between the Presidio and the Great Highway, as the preferred development alternative (see Attachment). The CAO and DPW have determined that Alternative R-2 would result in the least disruption to the public and would be the most cost effective method.

BOARD OF SUPERVISORS
BUDGET ANALYST

Comments:

1. According to Ms. Sarah Pickus, Project Manager for the Richmond Transport Project, the Regional Water Quality Control Board (RWQCB) is continuing to hold the City accountable to a compliance schedule to abate water pollution as set forth in an existing RWQCB Cease and Desist Order. This schedule requires the City to comply with a start of project construction by August of 1992 and a completion of project construction by September of 1994. The City must meet this schedule in order to avoid any penalties for non-compliance which may be assessed at \$25,000 per day. The current compliance schedule for the Richmond Transport Project is as follows:

Complete Environmental Review	8/90
Complete Design of Alternative R-2	5/91
Start Construction	8/92
Complete Construction	9/94
Full Compliance with Overflow Requirements	9/94

2. Ms. Pickus advises that the the Clean Water Program (CWP) will request a supplemental appropriation to cover contractual and overhead costs during the design phase of the proposed projects. The design phase is scheduled to occur during the nine month period between September 1990 and May 1991. Ms. Pickus is currently completing the details of the design budget which will be available in a few weeks when a request for a supplemental appropriation is submitted to the Board of Supervisors.

3. At this time, a preliminary capital cost estimate for the construction phase of the Richmond Transport Project as reported in the Facilities Plan is as follows:

Construction Costs	\$22,840,000
Contingency (20% of Construction Costs)	<u>4,568,000</u>
Subtotal	\$27,408,000
Professional Services (16% of Construction Costs)	3,654,000
Interest on Funds Loaned from the State	<u>2,757,000</u>
Total	\$33,819,000 *

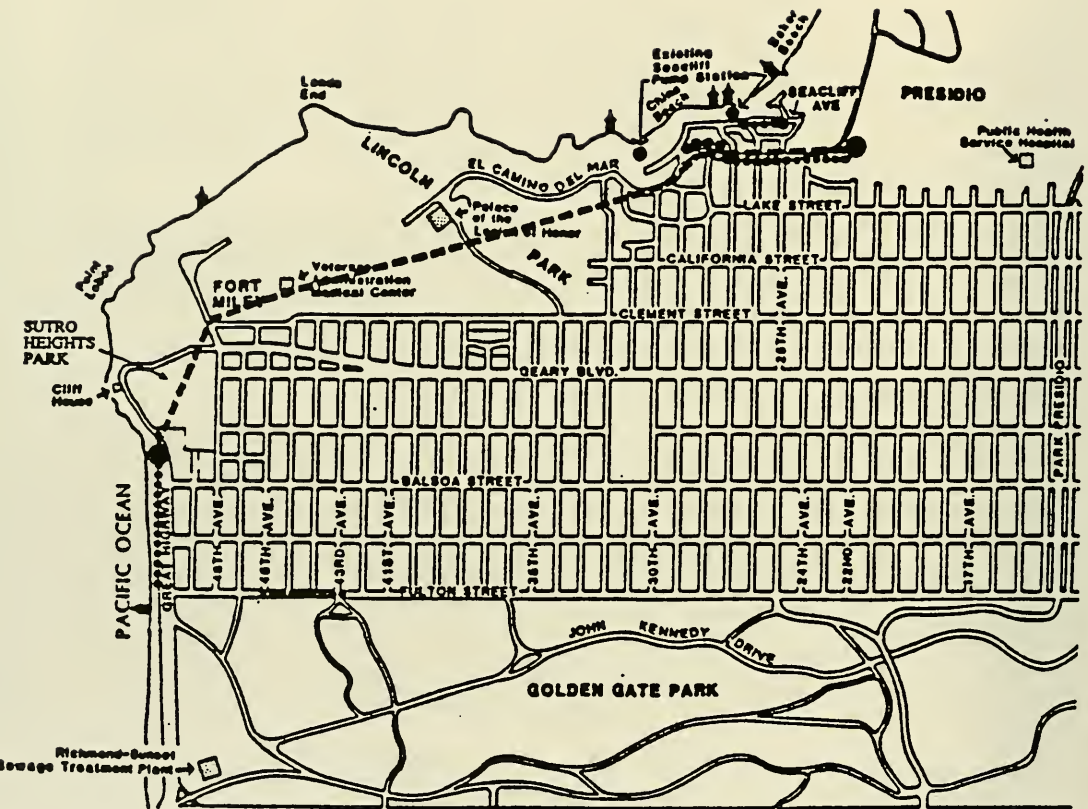
* Does not include right of way costs.

4. A portion of the funds to construct the proposed Richmond Transport Facility would come from a revolving loan fund from the State Water Resources Control Board (SWRCB). Funds can be borrowed from this fund at an interest rate which is one-half the State's on-going interest rate for General Obligation Bonds. For example, the funds recently borrowed under this program for the construction of the Oceanside Wastewater Treatment Plant were at an interest rate of 3.4 percent as compared to a General Obligation Bond interest rate of 6.8 percent.

5. The City Attorney has advised the Board of Supervisors to vote on the proposed resolution adopting the EIR (File 53-90-1) prior to voting on the proposed resolution approving the Facility Plan (File 53-90-1.1), although both items should be on the same Board of Supervisors calendar.

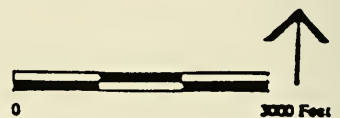
Recommendation: Approve the proposed resolutions.

BOARD OF SUPERVISORS
BUDGET ANALYST



Legend:

- New Street Sewers
- New Tunnel
- Tunnel Portal
- ↑ Existing Outfall
- Existing Pump Station



ALTERNATIVE R-2

Item 6 - File 97-90-39

1. The proposed ordinance would amend the San Francisco Administrative Code by adding thereto Chapter 59 establishing a Citizen's Zoo Oversight Committee.

2. A Zoo Advisory Committee, previously appointed and renewed by the Board of Supervisors (Resolution Nos. 127-88 and 979-89 respectively), has made recommendations relating to improving the care of the animal collection, the health and safety conditions of Zoo employees and the establishment of a Citizen's Zoo Oversight Committee. The purpose of the proposed Citizen's Zoo Oversight Committee would be to provide ongoing advice about the operations of the San Francisco Zoo to the Board of Supervisors.

3. The proposed Ordinance (Chapter 59 to the San Francisco Administrative Code) would establish a Citizen's Zoo Oversight Committee to provide findings and recommendations about the operations of the San Francisco Zoo to the San Francisco Board of Supervisors.

4. The Oversight Committee would consist of 11 members, with each member of the Board of Supervisors having the authority to appoint one member of the Citizen's Zoo Oversight Committee. Members would serve without compensation for a one year term and could be reappointed at the end of each year. Members are required to be residents of the City and be broadly representative of the various community interests in San Francisco. In making appointments, the Board of Supervisors are required to consult with persons and organizations interested in parks, educational activities, zoological programs, animal care and with the Director of the San Francisco Zoo and the Recreation and Park Commission. Appointees are to be selected because of their proven training or experience in animal science, zoology or veterinary science, occupational safety, education and recreation, or their recognized contribution to organizations concerned with said programs, zoos, and parks, or their identification with organizations devoted to the development of zoos and animal care.

5. In the event of a resignation, the inability of a member to continue service, or other reason resulting in a vacancy, replacement members to the Committee would be appointed by the individual member of the Board of Supervisors who made the original appointment.

6. The Committee would be responsible to conduct periodic reviews of the operations of the Zoo and to advise the Board of Supervisors with bi-annual reports about the quality of animal care, working conditions of employees and educational exhibits and programs.

7. On January 30, 1990, the Zoo Advisory Committee approved seventeen (17) recommendations related to the San Francisco Zoo for presentation to the Board of Supervisors (see Attachment 1). On February 23, 1990, the Recreation and Park Commission submitted these recommendations to the Board of

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to City Services Committee
August 21, 1990 City Services Committee Meeting

Supervisors with Recreation and Park Commission recommendations and comments (See Attachment 2).

8. Whereas the Zoo Advisory Committee endorsed the establishment of an independent Oversight Committee, the Recreation and Park Commission found that such a Citizen's Zoo Oversight Committee was unnecessary due to their action in hiring a new Zoo Director who has a strong background in animal management and who is also on the ethics and accreditation committees of the American Association of Zoological Parks and Aquariums (AAZPA). The Commission also urged that all groups which are concerned about the Zoo give the new Director their full support and the opportunity to implement changes to improve conditions at the San Francisco Zoo.

9. Zoo Director, Mr. David Anderson advises that he would not favor the appointment of a Citizen's Zoo Oversight Committee as there would be insufficient time for the Director to carry out his duties as well as provide staff support to the Oversight Committee. Mr. Anderson expressed the opinion that he should be given sufficient time as the new Zoo Director to improve the quality of the San Francisco Zoo to the desired level of a world class zoo.

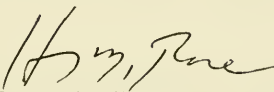
Comments

1. The proposed legislation states that the members of the proposed Citizen's Zoo Oversight Committee would serve without compensation. To the extent that the Committee could work independently of staff support, this ordinance would have no fiscal impact on the City.

2. Mr. Phil Arnold of the Recreation and Park Department and the previous Acting Director of the Zoo stated that an indeterminate amount of the Zoo Director and subordinate staff time may be needed to work with the proposed Citizen's Zoo Oversight Committee in order to fulfill the resolve and intent of the proposed legislation. However, Mr. Arnold advised that the extent of additional Zoo staff time that would be needed to accommodate the requests of such an Oversight Committee is difficult to measure prior to the actual start-up of committee operations. Mr. Arnold reports that at least 100 to 120 hours of Zoo staff time were expended monthly to accommodate the requests of the previous Zoo Advisory Committee. The Budget Analyst estimates that on an annualized basis, approximately 100 hours per month of Zoo staff time would cost a total of approximately \$35,000 annually.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

EXECUTIVE SUMMARY OF THE FINAL REPORT
OF THE SAN FRANCISCO ZOO ADVISORY COMMITTEE

NOTE: These recommendations were approved at the January 30, 1990 meeting of the Zoo Advisory Committee.

Present:

Honorable William Newsom, Chair

Keith Eickman, Vice Chair

John J. Alcaraz

Phil Arnold

Susanne Barthell

Dolores A. Donovan

Dr. Jorge Garcia

Richard Hills

David Howe

Sandra Keller

Joanne McGarry

Sophie Papageorge

Nancy Ratzesberger for

Margaret Burks

Absent:

Noel Messenger

The following are recommendations and record of vote. The justification for these recommendations is briefly described in the reasons following each recommendation and detailed in the following subcommittee documents.

Animal Care Management: Sophie Papageorge, Convener

Employee Relations: Sophie Papageorge, Convener

Facilities: Richard Hills, Convener

Facilities: Dissenting report--subcommittee members
(Margaret Burks, Keith Eickman, Noel Messenger)

Finance Subcommittee: Dolores Donovan, Convener

Government Structure & Administration: Joanne McGarry, Convener

Veterinary Care: Dr. Jorge Garcia, Convener

Zoological Society & Public Relations: Sandra Keller, Convener

RECOMMENDATION 1: The current level of veterinary care provided at the Zoo is entirely inadequate and all necessary steps should be immediately taken to improve it, including replacement of the veterinarian.

REASON: The present veterinarian provides questionable care leading to unnecessary mortality and illnesses among the animal collection. He is also responsible for widespread disaffection and dissension harmful to employee morale.

MSA (Hills/Papageorge)

Motion Carried

In favor: Alcaraz, Barthell, Garcia, Hills, Howe, Keller, Papageorge

Opposed: Arnold, Eickman, Newsom

Abstain: Donovan, McGarry, Ratzesberger

Page Two

RECOMMENDATION 2: Funding for a Part-time veterinarian be recommended to cover days off and holidays when the full-time veterinarian is not on site.

REASON: The hiring of a part-time veterinarian is viewed by the committee as a necessity.

MSA (Arnold/Keller)
Motion carried unanimously

RECOMMENDATION 3: A full-time Industrial Hygenist should be added to the staff at the zoo.

REASON: Zoonotic disease is a serious problem, and one which has been recurrent at the Zoo, posing health hazards to the general public, to Zoo employees and to the animals. For a detailed report, please refer to the CAL-OSHA report which is incorporated in this Summary by reference.

MSA (Barthell/Arnold)
Motion carried unanimously

RECOMMENDATION 4: The present curatorial services are inadequate and should be improved. In future hiring, the Zoo should insist that prospective curators possess the education and experience which the welfare of the animal collection demands.

MSA (Hills/Papageorge)
Motion Carried

In favor: Alcaraz, Barthell, Garcia, Hills, Keller, Newsom, Papageorge, Ratzesberger
Opposed: Arnold, Eickman
Abstain: Donovan, Howe, McGarry

RECOMMENDATION 5: Only persons versed in the care, handling and training of this species should be allowed to handle the Asian Elephants.

REASON: The management and the treatment of these important mammals have been causes of serious and continuing concern as has the safety of their handlers.

MSA (Donovan/Papageorge)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge, Ratzesberger
Opposed: Arnold, Eickman

1056P

RECOMMENDATION 6: It is essential that all scientific positions, including but not limited to curatorial staff and veterinarian, should be exempted from the requirements of the Civil Service system, as is the Director.

REASON: The general benefits of the Civil Service system are in the Committee's view outweighed by the imperative of scientific excellence if the Zoo is to achieve and maintain the world-class status San Francisco deserves. Replacement of employees in scientific positions, when necessitated by the welfare of the animals, should be unfettered by the otherwise benign protections of the Civil Service system.

MSA (Donovan/Papageorge)

Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Keller, Newsom, Papageorge, Ratzesberger

Opposed: Arnold, Eickman

Abstain: Howe, McGarry

RECOMMENDATION 7: The four Senior Keeper positions in place at the Zoo should be defunded. Additional keepers are needed.

REASON: The Committee views these positions as superfluous, and as an obstacle to useful communication between Keepers and Management. All tasks presently delegated to Senior Keepers can be better performed by the Head Keeper, Assistant Head Keeper and Keepers themselves.

MSA (Papageorge/Garcia)

Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Keller, Newsom, Papageorge

Opposed: Arnold, Eickman, Howe, Ratzesberger

Abstain: McGarry

RECOMMENDATION 8: Repairs, modernization, modifications and improvements are urgently needed in most of the existing animals facilities.

REASON: Even the most cursory inspection reveals the inadequacy of present facilities. Of particular concern are the following: Monkey Island, which is dilapidated and virtually unuseable, in addition to being by common agreement among the Zoo staff outdated. Elephant enclosures are inadequate both

in terms of public viewing opportunity, animal welfare and keeper safety. The Primate Discovery Center requires modifications in order to improve public viewing and the welfare of the primates housed there, the mandrill enclosure being particularly defective. Small cat cages are antiquated and must be replaced, and modifications are direly needed with respect to orangutans, chimpanzees, musk ox and tapirs.

MSA (Arnold/Keller)
Motion carried unanimously

RECOMMENDATION 9: The "Zoo 2000" plan of the Zoological Society for renovation of the Zoo should be deferred and revised in favor of more desirable alternatives.

REASON: While the Committee is mindful of the important role the Society plays in the Zoo's future, in its view the Zoo 2000 plan is rather unrealistic, especially in the light of current space limitations, the City's climate, and other pressing realities centering on the needs of the present animal collection.

MSA (Keller/Garcia)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Ratzesberger
Abstain: Eickman

RECOMMENDATION 10: All phases of construction of the Sewage Treatment Plant should -- in conjunction with the Department of Public Works -- be closely monitored to insure that safeguards designed to mitigate the potentially harmful effects of the Plant on animals and humans are actually implemented.

REASON: While it is probably too late to prevent construction of this poorly situated facility, there is ongoing concern that its construction and eventual operation will create noise, vibrations and noxious odors that may negatively affect the health of the animals and experience of Zoo visitors.

MSA (Arnold/Hills)
Motion carried unanimously

RECOMMENDATION 11: New sources of funding must be found for the Zoo. These should include a general obligation bond for improvements to the Zoo's infrastructure; use of some proceeds of the hotel tax funds, justified because of the Zoo's current and potential usefulness as a tourist attraction; and appointment of a Task Force to explore innovative regional and statewide funding approaches which have been successful at other zoos.

REASON: The deterioration of the Zoo's physical plant has proceeded steadily and unabated. The problem, which has become exponential, can no longer be ignored. The costs of renovation are such as to require the major funding sources we have recommended.

MSA (Arnold/Newsom)
Motion carried unanimoulsy

RECOMMENDATION 12: A continuing education fund should be created that will enable Keepers to do research, contribute to the professional Zoo literature, and participate in seminars and conferences.

REASON: Keepers are professionals, deeply interested in their animal charges, and not merely employees performing perfunctory tasks. Unfortunately, this perception is not widely understood by the public. In the view of the Committee, creation of the subject fund would contribute importantly to morale, and in turn benefit the animal collection, all at a modest public expense.

MSA (Keller/Barthell)
Motion carried unanimously

RECOMMENDATION 13: The role of the Zoological Society should be limited to fundraising, visitor services, education, research assistance.

REASON: Particularly among Zoo employees, there is a perception that the Society exerts an inordinate influence over the internal workings of the Zoo, and

has become overly involved with the care and management of the animal collection. As a new Director assumes office, the time for a clarification of the Society's proper role in Zoo affairs is propitious.

MSA (McGarry/Newsom)

Motion carried

In favor: Alcaraz, Arnold, Barthell, Donovan, Eickman, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Ratzenberger

RECOMMENDATION 14: Eliminate Joint Zoo Committee.

REASON: The Joint Zoo Committee, comprised of three Recreation & Park Commission members and three members of the Zoological Society, meets monthly to consider matters of Zoo policy.

In the Committee's view, the functions of the Joint Zoo Committee are redundant and duplicative of those of the Recreation & Park Commission and the Board of Directors of the Zoological Society. Moreover, the manner in which the Joint Zoo Committee functions creates an appearance of a private body exercising undue influence in the conduct of Zoo affairs, which are properly subject to public control.

MSA (Keller/Garcia)

Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Eickman, Ratzenberger

RECOMMENDATION 15: The ZAC recommends that there be established an independent oversight group similar to the Office of Citizen Complaints, or other watchdog agencies required to be established by the Federal government by institutions receiving federal funds.

MSA (Newsom/Keller)

Motion Carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Eickman, Ratzenberger

RECOMMENDATION 16: The new permanent Zoo Committee referred to in Recommendation 15 should be composed of citizens with expertise, knowledge and interest in zoo matters, exclusive of the Recreation & Parks Commissioners and inclusive of zoo staff to make policy decisions on animal care matters at the San Francisco Zoo as well as recommendations on other zoo matters to the Recreation & Parks Commission.

MSA (Barthell/Papageorge)

Motion carried

In favor: Alcaraz, Barthell, Garcia, Howe, Keller, McGarry, Papageorge

Opposed: Arnold, Donovan, Eickman, Hills, Newsom, Ratzesberger

RECOMMENDATION 17: The San Francisco Zoo remain a municipal function under the Recreation and Parks Department and be given the necessary administrative and financial support to serve the needs of the animals in its care.

MSA (Arnold/Eickman)

Motion carried

In favor: Arnold, Donovan, Eickman, Hills, Howe, McGarry, Newsom, Ratzesberger

Opposed: Alcaraz, Barthell, Garcia, Keller, Papageorge

City and County of San Francisco

Recreation and Park Commission



Art Agnos, Mayor

Mary E. Burns
General Manager

Connie O'Conner
President

Keith Elckman
Vice President

Richard J. Guggenheim
Tommy Harris
Frances McAloer
Trent Orr
Sanilago Ruiz

Shauna Marie Pose
Secretary

February 23, 1990

The Honorable Board of Supervisors
Room 235, City Hall
San Francisco, CA 94102

Dear Ladies and Gentlemen:

The Zoo Advisory Committee has completed its work and prepared a list of recommendations/position statements for the Board of Supervisors (see attached recommendations). The Recreation and Park Commission has reviewed these recommendations and supports several of them. Specifically, there are six recommendations which received the unanimous support of the Zoo Advisory Committee and which are also supported by the Commission. These recommendations are as follows:

Provide funding for a half-time veterinarian to provide coverage when the full-time veterinarian is not on site. (Recommendation #2)

Provide funding for a full-time industrial hygienist to be added to the staff at the Zoo. (Recommendation #3)

Implement repairs, modernization, modifications and improvements which are urgently needed in most of the existing animal facilities. (Recommendation #8)

Closely monitor all phases of construction of the Sewage Treatment Plant being constructed adjacent to the Zoo to ensure that safeguards designed to mitigate the potentially harmful effects of the Plant on animals and humans are actually implemented. (Recommendation #10)

Develop new sources of funding for the Zoo. (Recommendation #11)

Create a continuing education fund to enable Keepers to do research, contribute to the professional Zoo literature, and participate in seminars and conferences. (Recommendation #12)

Steps have already been taken to implement these unanimous recommendations of the Zoo Advisory Committee. The Recreation and Park Commission also supports three of the Committee's recommendations which were supported by a majority of the Zoo Advisory Committee. These three recommendations endorse current policies and therefore require no changes. These recommendations are as follows:

(12)

Board of Supervisors
Page 2
February 23, 1990

Only persons versed in the care, handling and training of Asian Elephants should be allowed to handle these animals. (Recommendation #5) Zoo management has spent the last year ensuring that all Asian Elephant keepers at the Zoo are properly trained. To carry out this objective, five animal keepers and two supervisors were each given a week of full-time supplemental training in elephant handling procedures and techniques. A written procedure has also been developed which specifies that only trained staff members may work with the Asian Elephants.

Defer the "Zoo 2000" plan of the Zoological Society for the renovation of the Zoo. (Recommendation #9) The "Zoo 2000" plan will be reviewed by the new Zoo Director before any further decisions are made. Meanwhile, the Zoological Society has committed to raising \$7 million to fund repairs to existing exhibit areas, work areas and holding facilities.

The San Francisco Zoo should remain a municipal function under the Recreation and Park Department and be given the necessary administrative and financial support to serve the needs of the animals in its care. (Recommendation 17)

Two of the Zoo Advisory Committee recommendations raise issues which directly involve the functioning of the Zoo under San Francisco's civil service system. Recommendation #4 calls for ensuring that in future hiring prospective curators possess the education and experience which the welfare of the animal collection demands. Recommendation #6 calls for removing all scientific positions, including but not limited to curatorial staff and the veterinarian, from the requirements of civil service. The Recreation and Park Commission fully supports improving the curatorial services at the Zoo and has requested in next year's budget full funding for the new position of Assistant Director/General Curator which was approved in the current budget for the Zoo. However, the Commission believes that any recommendations as to changes in the current requirements for curatorial staff as well as exemptions for these and other Zoo staff members from civil service hiring requirements should be deferred until these issues can be reviewed by the new Zoo Director.

The remaining recommendations of the Zoo Advisory Committee do not have the support of the Recreation and Park Commission for the following reasons:

Recommendation #1 calls for the replacement of the Zoo veterinarian. The veterinary program was reviewed by three eminent zoo veterinarians during the spring of 1989. This review panel concluded that the current Zoo veterinarian is competent. Furthermore, the subcommittee of the Zoo Advisory Committee which reviewed the veterinary care program found substantial improvements in that program over the past year. The veterinary care program has been under close scrutiny and a number of recommendations for improvements

Board of Supervisors
Page 3
February 23, 1990

to that program have been made. The Recreation and Park Commission fully supports improving the veterinary care program and has requested the addition of a half-time veterinarian and the establishment of a formal relationship with the Veterinary School of the University of California at Davis to improve the quality of care for Zoo animals. The new director has supervised veterinary services at the Audubon Park Zoo. The General Manager has asked him to review closely the veterinary medicine program at the zoo and to make necessary recommendations for change. The General Manager has also planned to have a peer review panel periodically review veterinary care program. Moreover, as the veterinarian is covered by civil service rules and procedures, we do not believe this is a matter that can be reviewed by the Commission or the Board of Supervisors.

Recommendation #7 calls for defunding all four senior keeper positions. These positions are the first-line supervisors for the animal keepers. On certain days they also function as the assigning officers which means that they are in charge of the entire operation of the Zoo. On certain weekends and holidays the senior animal keepers are the only management staff on site at the Zoo. To defund these positions would eliminate a necessary level of supervision and would, on some days, eliminate all supervisory personnel from the Zoo.

Recommendation #13 calls for limiting the role of the Zoological Society to fundraising, visitor services, education and research assistance. Currently the Zoological Society operates the Children's Zoo and the Insect Zoo. The subcommittee of the Zoo Advisory Committee which reviewed the Zoological Society complimented the Society on its operation of the Children's Zoo and Insect Zoo. Subject to review and recommendation by the new Zoo Director, the Recreation and Park Commission does not favor removing the Zoo Society from the operation of the Children's Zoo or Insect Zoo.

Recommendation #14 calls for the elimination of the Joint Zoo Committee. The Joint Zoo Committee was created by the Recreation and Park Commission and reports to the Commission. Both the Recreation and Park Commission and the Zoo Society have found the Joint Zoo Committee to be a useful forum for discussing zoo issues and for making recommendations to the Recreation and Park Commission on matters of zoo policy.

Recommendations #15 and #16 call for the permanent establishment of an independent oversight group for the Zoo which includes Zoo employees but excludes Recreation and Park Commissioners. The Recreation and Park Commission has approved the selection of a new Zoo Director who has a strong background in animal management and who is also on the ethics and accreditation committees of the American Association of Zoological Parks and Aquariums (AAZPA). Given this new director, the Recreation and Park Commission believes that the addition of an oversight panel at this time is unnecessary. The Recreation and Park Commission urges instead, that all groups which are concerned about the Zoo give the new director their full support.

Board of Supervisors
Page 4
February 23, 1990

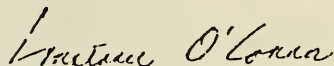
Attachment 2
Page 4 of 4

To summarize the Recreation and Park Commission is making the following recommendations:

- (1) That recommendations 2, 3, 5, 8, 9, 10, 11, 12, and 17 of the Zoo Advisory Committee be endorsed;
- (2) That recommendations 4 and 6 of the Zoo Advisory Committee be deferred until they can be reviewed by the new Zoo Director;
- (3) That recommendations 1, 7, 13, 14, 15, and 16 not be supported for the reasons outlined in this memorandum.

If you have any further questions on this matter, please feel free to call me at 666-7064.

Sincerely,



Connie O'Connor
President

CO'C:PA:jm
attch.

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, August 21, 1990 - 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Nelder

Absent: Supervisor Hongisto

Clerk: Mary L. Red

1. File 12-90-25. [Implementation of California Health Access Plan] Resolution commending Senator Nicholas Petris for introducing the California Health Access Plan in SB 2868, endorsing the principles and goals of the plan and urging the State Legislature to urge the Governor to immediately implement the plan. (Supervisor Walker)

ACTION: Continued to September 18, 1990, at request of author.

2. File 30-90-11. [County Short-Doyle Plan] Resolution submitting the County Short-Doyle Plan for mental health services for Fiscal Year 1990-91 Part A, to the Board of Supervisors, urging the Board of Supervisors to approve this plan and submit it to the State Department of Mental Health. (Department of Public Health)

ACTION: Hearing held. Recommended.

3. File 53-90-1. [Richmond Transport Project - Final EIR] Resolution adopting Final Environmental Impact Report, finding and determining that the proposed construction of any of the five alternative Richmond Transport projects analyzed in the Environmental Impact Report will not have a significant impact on the environment, and adopting and incorporating findings of Final Environmental Impact Report. (Department of Public Works)

ACTION: Continued to September 4, 1990 at request of author.

4. File 53-90-1.1. [Richmond Transport Project] Resolution approving the facility plan of the Department of Public Works and Clean Water Program for the construction of the Richmond Transport Water Pollution Control facilities. (Department of Public Works)

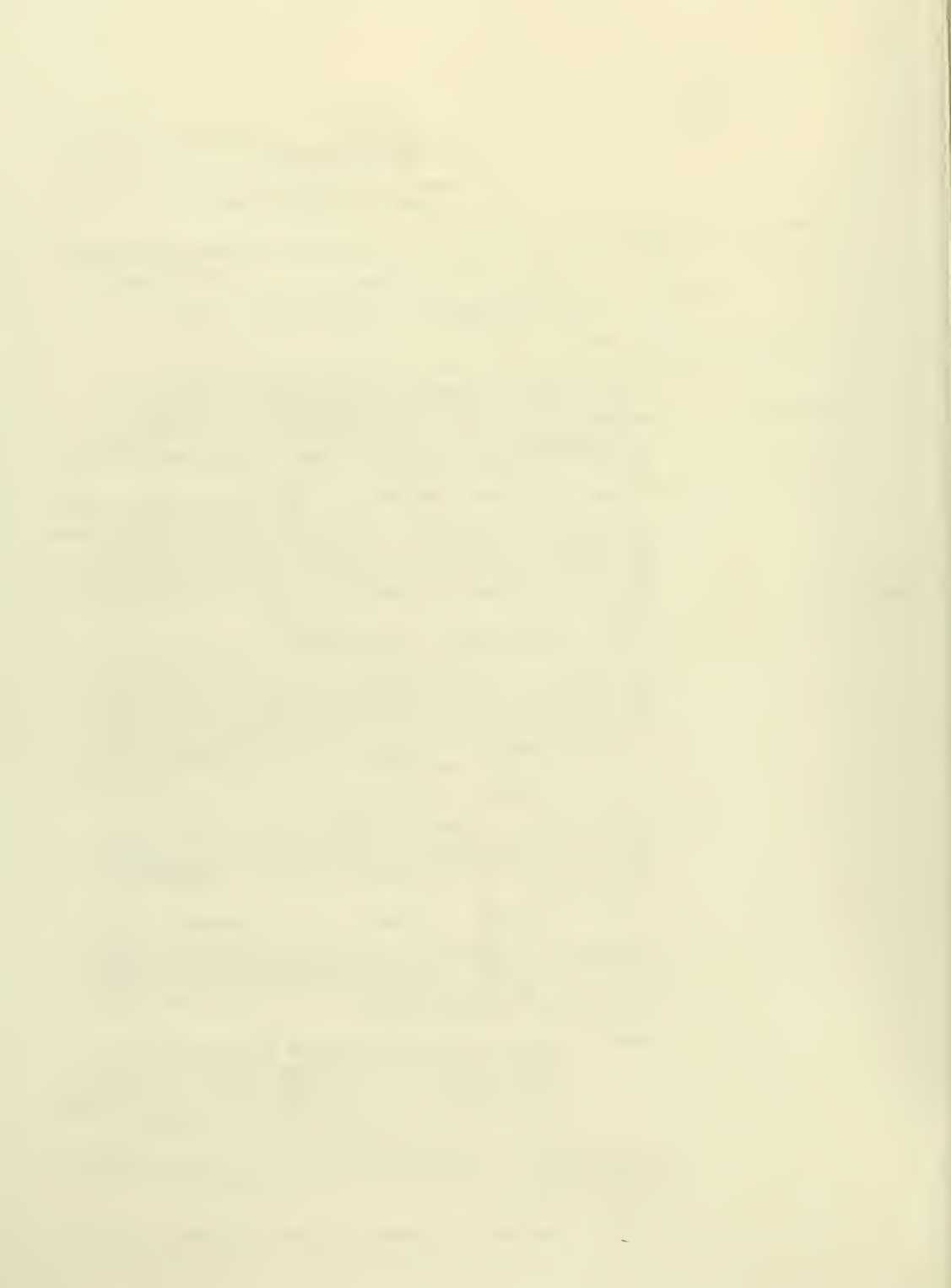
ACTION: Continued to September 4, 1990 at request of author.

5. File 24-90-6. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit No. 90MSE-072 for property located at 1637 Taylor Street to install garage entrance through existing wall; two planter boxes and a warped driveway ramp. (Stuart Kaufman)

ACTION: Hearing held. Motion prepared in/reported out of Committee entitled, "Approving decision of Director of Public Works to issue a permit to occupy a portion of the sidewalk area at 1637 Taylor Street to construct a garage entrance through existing wall, two (2) planter boxes and a warped driveway ramp"; Recommended.

6. File 97-90-39. [Citizen's Zoo Oversight Committee] Ordinance amending the San Francisco Administrative Code by adding Chapter 59, establishing a Citizen's Zoo Oversight Committee. (Supervisor Nelder)

ACTION: Continued to September 18, 1990 at request of author.





BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

August 30, 1990

TO: City Services Committee
FROM: Budget Analyst *Recommendations*
SUBJECT: September 4, 1990 City Services Committee Meeting

Item 1 - File 243-90-1

1. Ordinance providing for the maximum size of paper used by the City to be 8 1/2" x 11" and finding that the estimated cost savings to the City will be substantial and will benefit the environment.

2. Ms. Jeannie Louie of the Purchasing Department reports that approximately 75 percent of all paper used by the City is plain white photocopy paper. The remaining 25 percent of paper used by the City consists of colored paper and bond paper. Ms. Louie advises that approximately 90 to 95 percent of the colored and bond paper is purchased in size 8 1/2" x 11".

3. According to Ms. Louie, the City pays \$2.45 for one ream (500 sheets) of 8 1/2" x 11" white photocopy paper and \$3.11 for one ream (500 sheets) of 8 1/2" x 14" white photocopy paper, a difference of \$0.66 per ream. A 8 1/2" x 11" sheet of paper is generally considered the standard page size and an 8 1/2" x 14" sheet of paper is generally considered a legal page size. Ms. Louie advises that of the total photocopy paper purchased by the City, approximately two-thirds is 8 1/2" x 11" photocopy paper and one-third is 8 1/2" x 14" photocopy paper. Ms. Louie was unable, as of the writing of this report, to provide information regarding the total number of reams of photocopy paper purchased annually by the City, or the City's total annual cost for the paper. Ms. Louie was also unable to identify the specific City departments that use 8 1/2" x 14" photocopy paper.

Memo to City Services Committee
September 4, 1990 City Services Committee Committee

4. Mr. Ted Lakey, of the City Attorney's Office reports that City departments can use 8 1/2" x 11" paper when filing documents with State and Federal Courts. Mr. Lakey adds that he is uncertain whether or not other State and Federal agencies require City departments to use "legal" size paper when submitting documents.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Item 2 - File 10-90-7

Department: Department of Public Works (DPW)

Item: Resolution granting revocable permission to the State of California to encroach upon City property to install underground telecommunication conduits to connect three buildings and adopting findings pursuant to City Planning Code Section 101.1.

Description: The proposed legislation would permit the State of California to install two 4-inch diameter underground telecommunication conduits and a manhole under Redwood Street. The conduits would extend from Van Ness Avenue to Polk Street to connect the State Courts Building at 455 Golden Gate Avenue and the State Public Utility Commission Building at 505 Van Ness Avenue to equipment installed at 525 Golden Gate Avenue. The State of California has awarded a contract to G-TEL, a subsidiary of GTE Corporation, to install a privately owned telecommunications network to replace the State's network.

The proposed legislation stipulates that the State of California would be responsible for procuring the necessary permits and for paying the necessary permit and inspection fees before starting work and would assume all costs for maintenance and repair of the encroachments at no cost or obligation to the City. In addition, the legislation provides that the State, at its own expense and as necessary, as a result of these permits, shall make arrangements: (1) to provide for the support and protection of facilities belonging to the public utility companies, and the San Francisco Water Department, the San Francisco Fire Department and other City departments; and (2) to remove or change the location of such facilities and provide access to such facilities for the purpose of constructing, reconstructing, maintaining, operating, or repairing such facilities.

The Board of Supervisors would reserve the right to charge the State a permit fee or rental fee for permission to encroach on City property.

BOARD OF SUPERVISORS
BUDGET ANALYST

Comments:

1. The Department of City Planning has determined that the installation of the underground telecommunications conduits is in conformity with the Master Plan and is consistent with the Eight Priority Policies of Planning Code Section 101.1. The DPW had a public hearing July 6, 1990, on the proposed installations and no objections were made to the project. The DPW reports that the Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT) has approved the requested encroachment.
2. The permit processing fee of \$800 has been waived in accordance with Government Code Section 6103, which exempts such fees payable by the State to cities. Street inspection fees will be paid to the City by the State for project inspection services.
3. The State has executed a street encroachment agreement that includes an indemnity agreement containing a "hold harmless" clause and indemnifies the City and its officers and employees against all tort claims or loss predicated on active or passive negligence.
4. The permission granted by this resolution is a revocable license. The Board of Supervisors may revoke that permission at will and require that the permittee (the State) remove the encroachment within 30 days after written notification.
5. According to Mr. Nick Elsner of DPW, DPW issued a Street Excavation Permit for the project on May 17, 1990, because the State expressed the need to obtain the telecommunications capability as soon as possible. Mr. Elsner further states that Traffic Engineering issued the first of six Special Traffic Permits on May 18, 1990, which permitted closing Redwood Street to perform the excavations. As of the writing of this report most of the conduit work has been completed. However, the manhole has not been constructed nor, according to DPW, will the telecommunication cables be placed in the conduits prior to approval of this resolution by the Board of Supervisors.

6. As noted earlier, the Board of Supervisors would reserve the right to charge the State a permit or rental fee for the encroachment on public property. According to Mr. John Roddy of the City Attorney's Office, the DPW and the Real Estate Department are currently assessing the feasibility of charging rent for encroachments on public property. Once the feasibility of the rent has been established, the policy for charging such rent and the mechanism for implementing the policy would require Board of Supervisors approval before any rent for encroachment could be charged.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 3 and 4 - Files 53-90-1 and 53-90-1.1

Note: This item was continued at the August 21, 1990 City Services Committee Meeting.

Department: Department of Public Works (DPW)
Clean Water Program (CWP)

Items: Resolution adopting Final Environmental Impact Report which finds and determines that the proposed construction of any of five alternative Richmond Transport Projects will not have a significant impact on the environment (File 53-90-1).

Resolution approving the Clean Water Program Facility Plan for the the construction of the Richmond Transport Water Pollution Control Facilities, adopting Alternative R-2 described in the Facility Plan and Final Environmental Impact Report as the preferred proposed project, and adopting the City Planning Commission's determination that the project is in conformity with the San Francisco Master Plan and is consistent with San Francisco Planning Code Section 101.1 priority policies (File 53-90-1.1).

Description: The Richmond Transport Project is a combination of underground retention facilities to store excess wet-weather flow, and enlarge interceptor sewers to convey additional flow to the recently completed Westside Transport for subsequent treatment at the Oceanside Water Pollution Control Plant. The current planning phase consists of the completion of the facilities plan, including an Environmental Impact Report (EIR), in accordance with requirement of the Federal Environmental Protection Agency (EPA). Under the plan, the Regional Water Quality Control Board (RWQCB) has mandated the control of all Combined Sewer Overflows (CSO) from the Richmond District at Baker Beach from an average of 40 overflows per year to eight overflows per year.

The San Francisco City Planning Commission certified the Final Environmental Impact Report for the Richmond Transport Project on June 28, 1990. That report analyzed the potential environmental impacts of five alternative proposals for the collection, storage and transport of sewage in the Richmond District. Based on these analyses the Chief Administrative Officer (CAO) and the Director of the Department of Public Works (DPW) recommend Alternative R-2, one of five alternate plans in the Final EIR, a gravity tunnel between the Presidio and the Great Highway, as the preferred development alternative (see Attachment). The CAO and DPW have determined that Alternative R-2 would

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to City Services Committee
September 4, 1990 City Services Committee Meeting

result in the least disruption to the public and would be the most cost effective method.

Comments:

1. According to Ms. Sarah Pickus, Project Manager for the Richmond Transport Project, the Regional Water Quality Control Board (RWQCB) is continuing to hold the City accountable to a compliance schedule to abate water pollution as set forth in an existing RWQCB Cease and Desist Order. This schedule requires the City to comply with a start of project construction by August of 1992 and a completion of project construction by September of 1994. The City must meet this schedule in order to avoid any penalties for non-compliance which may be assessed at \$25,000 per day. The current compliance schedule for the Richmond Transport Project is as follows:

Complete Environmental Review	8/90
Complete Design of Alternative R-2	5/91
Start Construction	8/92
Complete Construction	9/94
Full Compliance with Overflow Requirements	9/94

2. Ms. Pickus advises that the the Clean Water Program (CWP) will request a supplemental appropriation to cover contractual and overhead costs during the design phase of the proposed projects. The design phase is scheduled to occur during the nine month period between September 1990 and May 1991. Ms. Pickus is currently completing the details of the design budget which will be available in a few weeks when a request for a supplemental appropriation is submitted to the Board of Supervisors.

3. At this time, a preliminary capital cost estimate for the construction phase of the Richmond Transport Project as reported in the Facilities Plan is as follows:

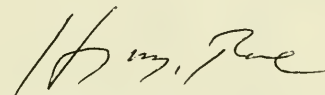
Construction Costs	\$22,840,000
Contingency (20% of Construction Costs)	<u>4,568,000</u>
Subtotal	\$27,408,000
Professional Services (16% of Construction Costs)	3,654,000
Interest on Funds Loaned from the State	<u>2,757,000</u>
Total	\$33,819,000 *

* Does not include right of way costs.

4. A portion of the funds to construct the proposed Richmond Transport Facility would come from a revolving loan fund from the State Water Resources Control Board (SWRCB). Funds can be borrowed from this fund at an interest rate which is one-half the State's on-going interest rate for General Obligation Bonds. For example, the funds recently borrowed under this program for the construction of the Oceanside Wastewater Treatment Plant were at an interest rate of 3.4 percent as compared to a General Obligation Bond interest rate of 6.8 percent.

5. The City Attorney has advised the Board of Supervisors to vote on the proposed resolution adopting the EIR (File 53-90-1) prior to voting on the proposed resolution approving the Facility Plan (File 53-90-1.1), although both items should be on the same Board of Supervisors calendar.

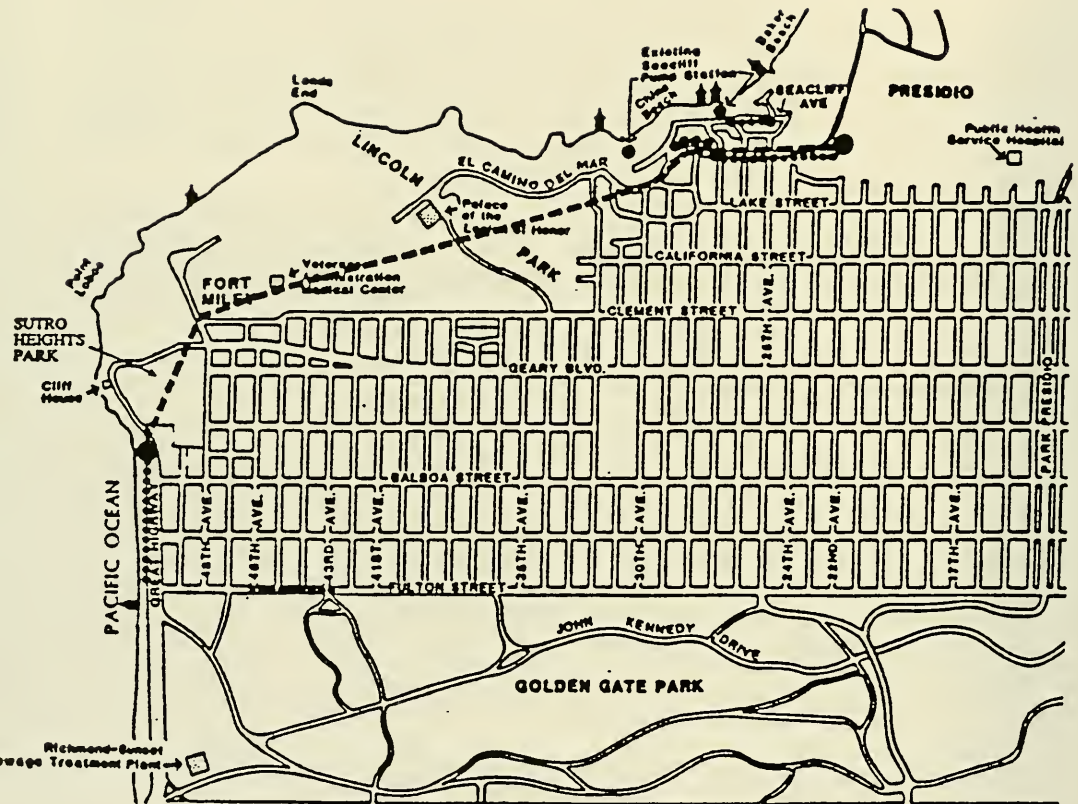
Recommendation: Approve the proposed resolutions.



Harvey M. Rose

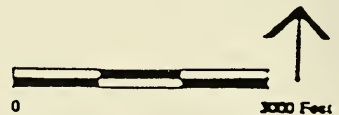
cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST



Legend:

- New Street Sewers
- New Tunnel
- Tunnel Portal
- ↑ Existing Outfall
- Existing Pump Station



ALTERNATIVE R-2

SF
5/10/16
#15

Public Library
Documents Section
Civic Center

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, September 4, 1990, 10:00 a.m.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 243-90-1 [Paper Size] Ordinance providing for the maximum size of paper used by the City and County of San Francisco to be 8 1/2 x 11 inches and finding that the estimated cost savings to the City and County of San Francisco will be substantial and will benefit the environment. (Supervisor Kennedy)

ACTION: Hearing held. Recommended.

2. File 10-90-7. [Permit] Resolution granting revocable permission to the State of California to install two 4-inch conduits and a manhole under Redwood Street from Van Ness Avenue to Polk Street for Telecommunication purposes connecting 455 Golden Gate Avenue and 505 Van Ness Avenue to equipment installed at 525 Golden Gate Avenue; and adopting findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. Recommended.

3. File 53-90-1. [Richmond Transport Project - Final EIR] Resolution adopting Final Environmental Impact Report, finding and determining that the proposed construction of any of the five alternative Richmond Transport projects analyzed in the Environmental Impact Report will not have a significant impact on the environment, and adopting and incorporating findings of Final Environmental Impact Report. (Department of Public Works) (Continued from August 21, 1990)

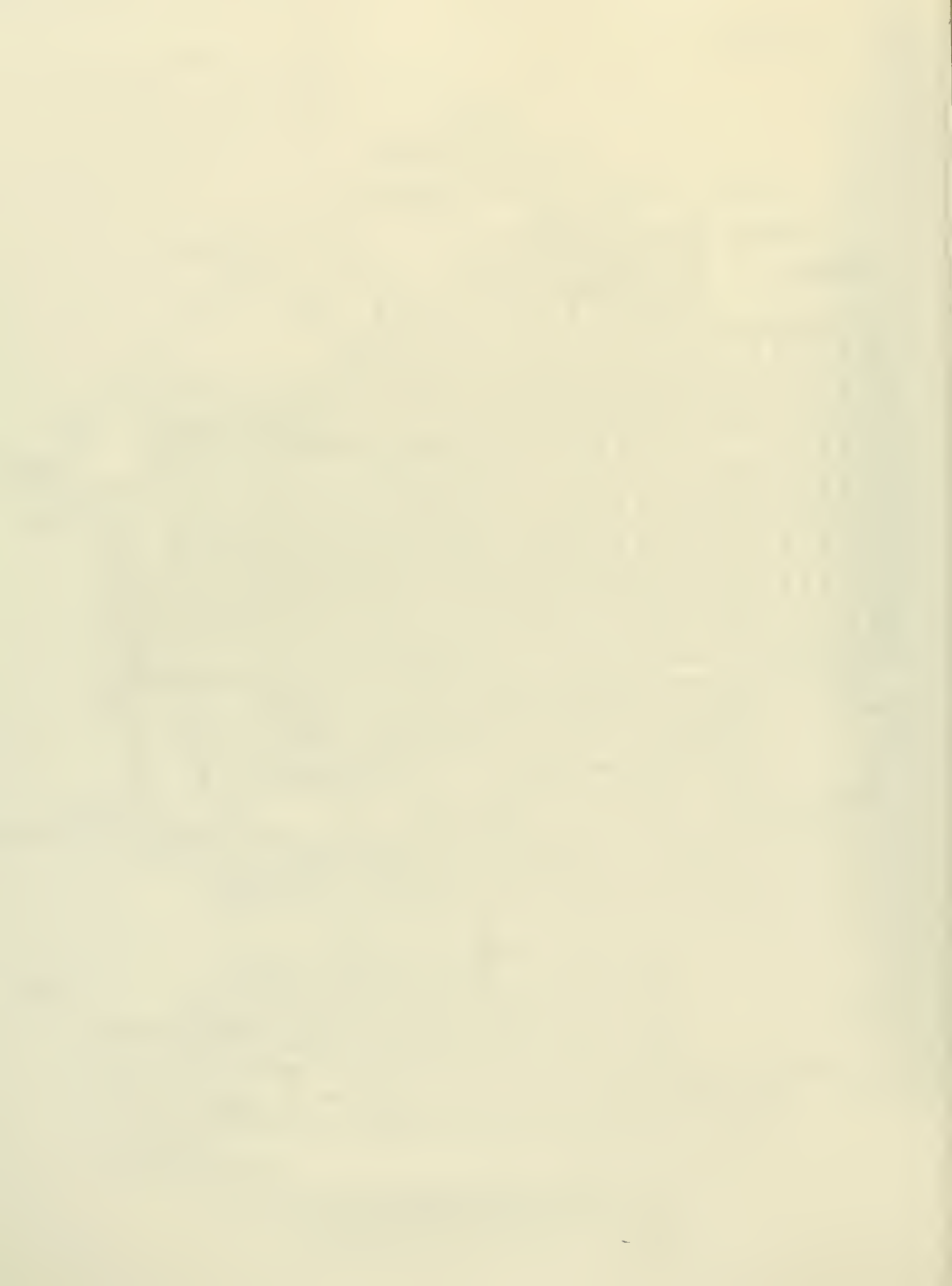
ACTION: Hearing held. Recommended.

4. File 53-90-1.1. [Richmond Transport Project] Resolution approving the facility plan of the Department of Public Works and Clean Water Program for the construction of the Richmond Transport Water Pollution Control facilities. (Department of Public Works) (Continued from August 21, 1990)

ACTION: Hearing held. Amendment of the Whole presented in/reported out of Committee entitled: "[Richmond Transport Project] Resolution approving the facility plan of the Department of Public Works and Clean Water Program for the construction of the Richmond Transport Water Pollution Control facilities, finding that the project is consistent with the San Francisco Planning Code Section 101.1 priority policies"; Recommended.

5. File 24-90-2. Appealing decision of the Department of Public Works to issue Minor Sidewalk Encroachment Permit No. 90MSE-022 for property located at 1564-1568 Clay Street to install a driveway. (Joan Orsi)
(Continued from May 1, 1990)

ACTION: Motion prepared in/reported out of Committee entitled, "Approving decision of Director of Public Works to issue a permit to occupy a portion of the sidewalk area at 1564-1568 Clay Street to install a driveway"; To Board without Recommendation.



**BOARD OF SUPERVISORS****BUDGET ANALYST** - *Rec'd 10/1/90*

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

September 13, 1990

TO: City Services Committee
FROM: Budget Analyst
SUBJECT: September 18, 1990 City Services Committee Meeting

Item 1 - File 97-90-39

Note: This item was continued from the August 21, 1990 City Services Committee Meeting.

1. The proposed ordinance would amend the San Francisco Administrative Code by adding thereto Chapter 59 establishing a Citizen's Zoo Oversight Committee.

2. A Zoo Advisory Committee, previously appointed and renewed by the Board of Supervisors (Resolution Nos. 127-88 and 979-89 respectively), has made recommendations relating to improving the care of the animal collection, the health and safety conditions of Zoo employees and the establishment of a Citizen's Zoo Oversight Committee. The purpose of the proposed Citizen's Zoo Oversight Committee would be to provide ongoing advice about the operations of the San Francisco Zoo to the Board of Supervisors.

3. The proposed Ordinance (Chapter 59 to the San Francisco Administrative Code) would establish a Citizen's Zoo Oversight Committee to provide findings and recommendations about the operations of the San Francisco Zoo to the San Francisco Board of Supervisors.

4. The Oversight Committee would consist of 11 members, with each member of the Board of Supervisors having the authority to appoint one member of the Citizen's Zoo Oversight Committee. Members would serve without compensation for a one year term and could be reappointed at the end of each year. Members are required to be residents of the City and be broadly representative of the various community interests in San Francisco. In making

Memo to City Services Committee
September 18, 1990 City Services Committee Meeting

appointments, the Board of Supervisors are required to consult with persons and organizations interested in parks, educational activities, zoological programs, animal care and with the Director of the San Francisco Zoo and the Recreation and Park Commission. Appointees are to be selected because of their proven training or experience in animal science, zoology or veterinary science, occupational safety, education and recreation, or their recognized contribution to organizations concerned with said programs, zoos, and parks, or their identification with organizations devoted to the development of zoos and animal care.

5. In the event of a resignation, the inability of a member to continue service, or other reason resulting in a vacancy, replacement members to the Committee would be appointed by the individual member of the Board of Supervisors who made the original appointment.

6. The Committee would be responsible to conduct periodic reviews of the operations of the Zoo and to advise the Board of Supervisors with bi-annual reports about the quality of animal care, working conditions of employees and educational exhibits and programs.

7. On January 30, 1990, the Zoo Advisory Committee approved seventeen (17) recommendations related to the San Francisco Zoo for presentation to the Board of Supervisors (see Attachment 1). On February 23, 1990, the Recreation and Park Commission submitted these recommendations to the Board of Supervisors with Recreation and Park Commission recommendations and comments (See Attachment 2).

8. Whereas the Zoo Advisory Committee endorsed the establishment of an independent Oversight Committee, the Recreation and Park Commission found that such a Citizen's Zoo Oversight Committee was unnecessary due to their action in hiring a new Zoo Director who has a strong background in animal management and who is also on the ethics and accreditation committees of the American Association of Zoological Parks and Aquariums (AAZPA). The Commission also urged that all groups which are concerned about the Zoo give the new Director their full support and the opportunity to implement changes to improve conditions at the San Francisco Zoo.

9. Zoo Director, Mr. David Anderson advises that he would not favor the appointment of a Citizen's Zoo Oversight Committee as there would be insufficient time for the Director to carry out his duties as well as provide staff support to the Oversight Committee. Mr. Anderson expressed the opinion that he should be given sufficient time as the new Zoo Director to improve the quality of the San Francisco Zoo to the desired level of a world class zoo.

Comments

1. The proposed legislation states that the members of the proposed Citizen's Zoo Oversight Committee would serve without compensation. To the extent that the Committee could work independently of staff support, this ordinance would have no fiscal impact on the City.

2. Mr. Phil Arnold of the Recreation and Park Department and the previous Acting Director of the Zoo stated that an indeterminate amount of the Zoo Director and subordinate staff time may be needed to work with the proposed Citizen's Zoo Oversight Committee in order to fulfill the resolve and intent of the proposed legislation. However, Mr. Arnold advised that the extent of additional Zoo staff time that would be needed to accommodate the requests of such an Oversight Committee is difficult to measure prior to the actual start-up of committee operations. Mr. Arnold reports that at least 100 to 120 hours of Zoo staff time were expended monthly to accommodate the requests of the previous Zoo Advisory Committee. The Budget Analyst estimates that on an annualized basis, approximately 100 hours per month of Zoo staff time would cost a total of approximately \$35,000 annually.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

EXECUTIVE SUMMARY OF THE FINAL REPORT
OF THE SAN FRANCISCO ZOO ADVISORY COMMITTEE

NOTE: These recommendations were approved at the January 30, 1990 meeting of the Zoo Advisory Committee.

Present:

Honorable William Newsom, Chair

Keith Eickman, Vice Chair

John J. Alcaraz

Phil Arnold

Susanne Barthell

Dolores A. Donovan

Dr. Jorge Garcia

Richard Hills

David Howe

Sandra Keller

Joanne McGarry

Sophie Papageorge

Nancy Ratzesberger for

Margaret Burks

Absent:

Noel Messenger

The following are recommendations and record of vote. The justification for these recommendations is briefly described in the reasons following each recommendation and detailed in the following subcommittee documents.

Animal Care Management: Sophie Papageorge, Convener

Employee Relations: Sophie Papageorge, Convener

Facilities: Richard Hills, Convener

Facilities: Dissenting report--subcommittee members

(Margaret Burks, Keith Eickman, Noel Messenger)

Finance Subcommittee: Dolores Donovan, Convener

Government Structure & Administration: Joanne McGarry, Convener

Veterinary Care: Dr. Jorge Garcia, Convener

Zoological Society & Public Relations: Sandra Keller, Convener

RECOMMENDATION 1: The current level of veterinary care provided at the Zoo is entirely inadequate and all necessary steps should be immediately taken to improve it, including replacement of the veterinarian.

REASON: The present veterinarian provides questionable care leading to unnecessary mortality and illnesses among the animal collection. He is also responsible for widespread disaffection and dissension harmful to employee morale.

MSA (Hills/Papageorge)

Motion Carried

In favor: Alcaraz, Barthell, Garcia, Hills, Howe, Keller, Papageorge

Opposed: Arnold, Eickman, Newsom

Abstain: Donovan, McGarry, Ratzesberger

Page Two

RECOMMENDATION 2: Funding for a Part-time veterinarian be recommended to cover days off and holidays when the full-time veterinarian is not on site.

REASON: The hiring of a part-time veterinarian is viewed by the committee as a necessity.

MSA (Arnold/Keller)
Motion carried unanimously

RECOMMENDATION 3: A full-time Industrial Hygienist should be added to the staff at the zoo.

REASON: Zoonotic disease is a serious problem, and one which has been recurrent at the Zoo, posing health hazards to the general public, to Zoo employees and to the animals. For a detailed report, please refer to the CAL-OSHA report which is incorporated in this Summary by reference.

MSA (Barthell/Arnold)
Motion carried unanimously

RECOMMENDATION 4: The present curatorial services are inadequate and should be improved. In future hiring, the Zoo should insist that prospective curators possess the education and experience which the welfare of the animal collection demands.

MSA (Hills/Papageorge)
Motion Carried

In favor: Alcaraz, Barthell, Garcia, Hills, Keller, Newsom, Papageorge, Ratzesberger
Opposed: Arnold, Eickman
Abstain: Donovan, Howe, McGarry

RECOMMENDATION 5: Only persons versed in the care, handling and training of this species should be allowed to handle the Asian Elephants.

REASON: The management and the treatment of these important mammals have been causes of serious and continuing concern as has the safety of their handlers.

MSA (Donovan/Papageorge)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge, Ratzesberger
Opposed: Arnold, Eickman

Page Three

RECOMMENDATION 6: It is essential that all scientific positions, including but not limited to curatorial staff and veterinarian, should be exempted from the requirements of the Civil Service system, as is the Director.

REASON: The general benefits of the Civil Service system are in the Committee's view outweighed by the imperative of scientific excellence if the Zoo is to achieve and maintain the world-class status San Francisco deserves. Replacement of employees in scientific positions, when necessitated by the welfare of the animals, should be unfettered by the otherwise benigin protections of the Civil Service system.

MSA (Donovan/Papageorge)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Keller, Newsom, Papageorge, Ratzesberger
Opposed: Arnold, Eickman
Abstain: Howe, McGarry

RECOMMENDATION 7: The four Senior Keeper positions in place at the Zoo should be defunded. Additional keepers are needed.

REASON: The Committee views these positions as superfluous, and as an obstacle to useful communication between Keepers and Management. All tasks presently delegated to Senior Keepers can be better performed by the Head Keeper, Assistant Head Keeper and Keepers themselves.

MSA (Papageorge/Garcia)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Keller, Newsom, Papageorge
Opposed: Arnold, Eickman, Howe, Ratzesberger
Abstain: McGarry

RECOMMENDATION 8: Repairs, modernization, modifications and improvements are urgently needed in most of the existing animals facilities.

REASON: Even the most cursory inspection reveals the inadequacy of present facilities. Of particular concern are the following: Monkey Island, which is dilapidated and virtually unuseable, in addition to being by common agreement among the Zoo staff outdated. Elephant enclosures are inadequate both

in terms of public viewing opportunity, animal welfare and keeper safety. The Primate Discovery Center requires modifications in order to improve public viewing and the welfare of the primates housed there, the mandrill enclosure being particularly defective. Small cat cages are antiquated and must be replaced, and modifications are direly needed with respect to orangutans, chimpanzees, musk ox and tapirs.

MSA (Arnold/Keller)
Motion carried unanimously

RECOMMENDATION 9: The "Zoo 2000" plan of the Zoological Society for renovation of the Zoo should be deferred and revised in favor of more desirable alternatives.

REASON: While the Committee is mindful of the important role the Society plays in the Zoo's future, in its view the Zoo 2000 plan is rather unrealistic, especially in the light of current space limitations, the City's climate, and other pressing realities centering on the needs of the present animal collection.

MSA (Keller/Garcia)
Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Ratzesberger
Abstain: Eickman

RECOMMENDATION 10: All phases of construction of the Sewage Treatment Plant should -- in conjunction with the Department of Public Works -- be closely monitored to insure that safeguards designed to mitigate the potentially harmful effects of the Plant on animals and humans are actually implemented.

REASON: While it is probably too late to prevent construction of this poorly situated facility, there is ongoing concern that its construction and eventual operation will create noise, vibrations and noxious odors that may negatively affect the health of the animals and experience of Zoo visitors.

MSA (Arnold/Hills)
Motion carried unanimously

RECOMMENDATION 11: New sources of funding must be found for the Zoo. These should include a general obligation bond for improvements to the Zoo's infrastructure; use of some proceeds of the hotel tax funds, justified because of the Zoo's current and potential usefulness as a tourist attraction; and appointment of a Task Force to explore innovative regional and statewide funding approaches which have been successful at other zoos.

REASON: The deterioration of the Zoo's physical plant has proceeded steadily and unabated. The problem, which has become exponential, can no longer be ignored. The costs of renovation are such as to require the major funding sources we have recommended.

MSA (Arnold/Newsom)
Motion carried unanimously

RECOMMENDATION 12: A continuing education fund should be created that will enable Keepers to do research, contribute to the professional Zoo literature, and participate in seminars and conferences.

REASON: Keepers are professionals, deeply interested in their animal charges, and not merely employees performing perfunctory tasks. Unfortunately, this perception is not widely understood by the public. In the view of the Committee, creation of the subject fund would contribute importantly to morale, and in turn benefit the animal collection, all at a modest public expense.

MSA (Keller/Barthell)
Motion carried unanimously

RECOMMENDATION 13: The role of the Zoological Society should be limited to fundraising, visitor services, education, research assistance.

REASON: Particularly among Zoo employees, there is a perception that the Society exerts an inordinate influence over the internal workings of the Zoo, and

has become overly involved with the care and management of the animal collection. As a new Director assumes office, the time for a clarification of the Society's proper role in Zoo affairs is propitious.

MSA (McGarry/Newsom)

Motion carried

In favor: Alcaraz, Arnold, Barthell, Donovan, Eickman, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Ratzesberger

RECOMMENDATION 14: Eliminate Joint Zoo Committee.

REASON: The Joint Zoo Committee, comprised of three Recreation & Park Commission members and three members of the Zoological Society, meets monthly to consider matters of Zoo policy.

In the Committee's view, the functions of the Joint Zoo Committee are redundant and duplicative of those of the Recreation & Park Commission and the Board of Directors of the Zoological Society. Moreover, the manner in which the Joint Zoo Committee functions creates an appearance of a private body exercising undue influence in the conduct of Zoo affairs, which are properly subject to public control.

MSA (Keller/Garcia)

Motion carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Eickman, Ratzesberger

RECOMMENDATION 15: The ZAC recommends that there be established an independent oversight group similar to the Office of Citizen Complaints, or other watchdog agencies required to be established by the Federal government by institutions receiving federal funds.

MSA (Newsom/Keller)

Motion Carried

In favor: Alcaraz, Barthell, Donovan, Garcia, Hills, Howe, Keller, McGarry, Newsom, Papageorge
Opposed: Arnold, Eickman, Ratzesberger

RECOMMENDATION 16: The new permanent Zoo Committee referred to in Recommendation 15 should be composed of citizens with expertise, knowledge and interest in zoo matters, exclusive of the Recreation & Parks Commissioners and inclusive of zoo staff to make policy decisions on animal care matters at the San Francisco Zoo as well as recommendations on other zoo matters to the Recreation & Parks Commission.

MSA (Barthell/Papageorge)
Motion carried

In favor: Alcaraz, Barthell, Garcia, Howe, Keller, McGarry, Papageorge

Opposed: Arnold, Donovan, Eickman, Hills, Newsom, Ratzesberger

RECOMMENDATION 17: The San Francisco Zoo remain a municipal function under the Recreation and Parks Department and be given the necessary administrative and financial support to serve the needs of the animals in its care.

MSA (Arnold/Eickman)
Motion carried

In favor: Arnold, Donovan, Eickman, Hills, Howe, McGarry, Newsom, Ratzesberger

Opposed: Alcaraz, Barthell, Garcia, Keller, Papageorge

City and County of San Francisco

Recreation and Park Commission



Art Agnos, Mayor

Mary E. Burns
General Manager

Connie O'Conner
President

Kelth Elckman
Vice President

Richard J. Guggenheim
Tommy Harris
Frances McAteer
Trent Orr
Santiago Ruiz

Shauna Marie Rose
Secretary

February 23, 1990

The Honorable Board of Supervisors
Room 235, City Hall
San Francisco, CA 94102

Dear Ladies and Gentlemen:

The Zoo Advisory Committee has completed its work and prepared a list of recommendations/position statements for the Board of Supervisors (see attached recommendations). The Recreation and Park Commission has reviewed these recommendations and supports several of them. Specifically, there are six recommendations which received the unanimous support of the Zoo Advisory Committee and which are also supported by the Commission. These recommendations are as follows:

Provide funding for a half-time veterinarian to provide coverage when the full-time veterinarian is not on site. (Recommendation #2)

Provide funding for a full-time industrial hygienist to be added to the staff at the Zoo. (Recommendation #3)

Implement repairs, modernization, modifications and improvements which are urgently needed in most of the existing animal facilities. (Recommendation #8)

Closely monitor all phases of construction of the Sewage Treatment Plant being constructed adjacent to the Zoo to ensure that safeguards designed to mitigate the potentially harmful effects of the Plant on animals and humans are actually implemented. (Recommendation #10)

Develop new sources of funding for the Zoo. (Recommendation #11)

Create a continuing education fund to enable Keepers to do research, contribute to the professional Zoo literature, and participate in seminars and conferences. (Recommendation #12)

Steps have already been taken to implement these unanimous recommendations of the Zoo Advisory Committee. The Recreation and Park Commission also supports three of the Committee's recommendations which were supported by a majority of the Zoo Advisory Committee. These three recommendations endorse current policies and therefore require no changes. These recommendations are as follows:

(12)

Board of Supervisors
Page 2
February 23, 1990

Only persons versed in the care, handling and training of Asian Elephants should be allowed to handle these animals. (Recommendation #5) Zoo management has spent the last year ensuring that all Asian Elephant keepers at the Zoo are properly trained. To carry out this objective, five animal keepers and two supervisors were each given a week of full-time supplemental training in elephant handling procedures and techniques. A written procedure has also been developed which specifies that only trained staff members may work with the Asian Elephants.

Defer the "Zoo 2000" plan of the Zoological Society for the renovation of the Zoo. (Recommendation #9) The "Zoo 2000" plan will be reviewed by the new Zoo Director before any further decisions are made. Meanwhile, the Zoological Society has committed to raising \$7 million to fund repairs to existing exhibit areas, work areas and holding facilities.

The San Francisco Zoo should remain a municipal function under the Recreation and Park Department and be given the necessary administrative and financial support to serve the needs of the animals in its care. (Recommendation 17)

Two of the Zoo Advisory Committee recommendations raise issues which directly involve the functioning of the Zoo under San Francisco's civil service system. Recommendation #4 calls for ensuring that in future hiring prospective curators possess the education and experience which the welfare of the animal collection demands. Recommendation #6 calls for removing all scientific positions, including but not limited to curatorial staff and the veterinarian, from the requirements of civil service. The Recreation and Park Commission fully supports improving the curatorial services at the Zoo and has requested in next year's budget full funding for the new position of Assistant Director/General Curator which was approved in the current budget for the Zoo. However, the Commission believes that any recommendations as to changes in the current requirements for curatorial staff as well as exemptions for these and other Zoo staff members from civil service hiring requirements should be deferred until these issues can be reviewed by the new Zoo Director.

The remaining recommendations of the Zoo Advisory Committee do not have the support of the Recreation and Park Commission for the following reasons:

Recommendation #1 calls for the replacement of the Zoo veterinarian. The veterinary program was reviewed by three eminent zoo veterinarians during the spring of 1989. This review panel concluded that the current Zoo veterinarian is competent. Furthermore, the subcommittee of the Zoo Advisory Committee which reviewed the veterinary care program found substantial improvements in that program over the past year. The veterinary care program has been under close scrutiny and a number of recommendations for improvements

Board of Supervisors
Page 3
February 23, 1990

to that program have been made. The Recreation and Park Commission fully supports improving the veterinary care program and has requested the addition of a half-time veterinarian and the establishment of a formal relationship with the Veterinary School of the University of California at Davis to improve the quality of care for Zoo animals. The new director has supervised veterinary services at the Audubon Park Zoo. The General Manager has asked him to review closely the veterinary medicine program at the zoo and to make necessary recommendations for change. The General Manager has also planned to have a peer review panel periodically review veterinary care program. Moreover, as the veterinarian is covered by civil service rules and procedures, we do not believe this is a matter that can be reviewed by the Commission or the Board of Supervisors.

Recommendation #7 calls for defunding all four senior keeper positions. These positions are the first-line supervisors for the animal keepers. On certain days they also function as the assigning officers which means that they are in charge of the entire operation of the Zoo. On certain weekends and holidays the senior animal keepers are the only management staff on site at the Zoo. To defund these positions would eliminate a necessary level of supervision and would, on some days, eliminate all supervisory personnel from the Zoo.

Recommendation #13 calls for limiting the role of the Zoological Society to fundraising, visitor services, education and research assistance. Currently the Zoological Society operates the Children's Zoo and the Insect Zoo. The subcommittee of the Zoo Advisory Committee which reviewed the Zoological Society complimented the Society on its operation of the Children's Zoo and Insect Zoo. Subject to review and recommendation by the new Zoo Director, the Recreation and Park Commission does not favor removing the Zoo Society from the operation of the Children's Zoo or Insect Zoo.

Recommendation #14 calls for the elimination of the Joint Zoo Committee. The Joint Zoo Committee was created by the Recreation and Park Commission and reports to the Commission. Both the Recreation and Park Commission and the Zoo Society have found the Joint Zoo Committee to be a useful forum for discussing zoo issues and for making recommendations to the Recreation and Park Commission on matters of zoo policy.

Recommendations #15 and #16 call for the permanent establishment of an independent oversight group for the Zoo which includes Zoo employees but excludes Recreation and Park Commissioners. The Recreation and Park Commission has approved the selection of a new Zoo Director who has a strong background in animal management and who is also on the ethics and accreditation committees of the American Association of Zoological Parks and Aquariums (AAZPA). Given this new director, the Recreation and Park Commission believes that the addition of an oversight panel at this time is unnecessary. The Recreation and Park Commission urges instead, that all groups which are concerned about the Zoo give the new director their full support.

Board of Supervisors
Page 4
February 23, 1990

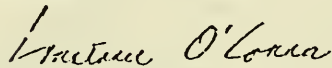
Attachment 2
Page 4 of 4

To summarize the Recreation and Park Commission is making the following recommendations:

- (1) That recommendations 2, 3, 5, 8, 9, 10, 11, 12, and 17 of the Zoo Advisory Committee be endorsed;
- (2) That recommendations 4 and 6 of the Zoo Advisory Committee be deferred until they can be reviewed by the new Zoo Director;
- (3) That recommendations 1, 7, 13, 14, 15, and 16 not be supported for the reasons outlined in this memorandum.

If you have any further questions on this matter, please feel free to call me at 666-7064.

Sincerely,



Connle O'Connor
President

CO'C:PA:jm
attch.

Item 2 - File 12-90-25

Note: This item was continued from the August 21, 1990 City Services Committee Meeting.

Item: Resolution commending Senator Nicholas Petris for introducing the California Health Access Plan in SB 2868, endorsing the principles and goals of the plan and urging the State legislature to urge the Governor to immediately implement the plan.

Description: The Health Access Foundation, a Statewide coalition of health and human rights organizations, recently developed a comprehensive health plan for the State of California, entitled the California Health Access Plan. The Foundation used the Canadian health care system as a model in the development of this health plan. In May of 1990, the California Health Access Plan was introduced to the State Legislature by Senator Nicholas Petris in Senate Bill 2868. The components of the proposed Health Plan are summarized below:

1. Criteria for Eligibility

All residents of California who have satisfied a length-of-residence requirement would be eligible for enrollment in the Health Plan. All employed persons and their dependents and all persons eligible for Medi-Cal would be eligible immediately, regardless of their length-of-residency. Medicare beneficiaries who have recently arrived in California, would be required to continue to use their traditional Medicare plan until they met the length-of-residency requirement.

2. Health Benefits

Comprehensive health-related benefits and services would be available to all Californians. These benefits and services would include, preventative, diagnostic, acute, therapeutic, intermediate and long term care. The Health Plan provides for initial limitations on dental, mental health and prescription drug benefits. Routine dental care would be provided for children under 12. Mental health benefits that are comparable to those now provided by pre-paid plans would be available. Prescription drugs would be partially covered, with the consumer paying a deductible. Only health benefits that do not duplicate those offered by the Health Plan, would be offered by employers, insurance companies, or health care providers.

3. Consumer Options Under the Health Plan

All eligible Californians would be able to select from among several pre-paid plans (i.e., health maintenance organizations) or opt for a fee-for-service plan where they would choose their own health care providers and possibly pay moderate co-payments or deductibles. As noted above, under the Health Plan, all health care benefits and services would be primarily financed through federal funding and various taxes, therefore consumers would only be directly responsible for payments associated with co-payments or deductibles. There would be an opportunity for consumers to change plans once each year during an open enrollment period.

4. Health Provider Options Under the Health Plan

All eligible health care providers would have the option to participate in the fee-for-service plans or the pre-paid plans. Physicians, hospitals and other licensed providers would be compensated by the State for all covered care provided to eligible consumers. The State's method of reimbursement would vary, according to the type of health care provider and whether the consumer was under a fee-for-service plan or a pre-paid plan.

5. Administration of the Health Plan

A Statewide commission, modeled after the Public Employees Retirement Systems (PERS), would be responsible for setting policy relative to the health plan, and for administering the Health Plan program. The commission would evaluate pre-paid health systems and contract with those deemed qualified to provide benefits and services. In addition, the commission would contract with one or more agencies (i.e., private insurers) to administer a fee-for-service plan for those who choose this option. State agencies that now perform separate functions related to health care delivery, finance, licensing and purchasing would be eliminated or their functions would be incorporated into the Statewide Commission's program.

6. Health Plan Financing

The health plan would be primarily financed through Federal funds (Medicare and Medicaid) and an employer payroll tax that would replace, and roughly equal, the premiums now paid by employers for health care insurance. This payroll tax would be applied to all employers, including those that do not currently pay premiums for health care insurance. According to the Foundation, other possible sources of funding for the Health Plan would include:

BOARD OF SUPERVISORS
BUDGET ANALYST

Alcohol and Tobacco taxes; a non-wage income tax; a tax aimed at capturing each County's current contribution to medical care for the indigent; a liability insurance tax which would capture health care costs from auto insurance, personal insurance or malpractice suits and; a tax on inheritance to capture some of the lost income from providing long term care.

Comments:

1. According to the Health Access Foundation, the Health Plan would stabilize health care costs in California because the overall expenditure of funds in the State's health industry would be controlled by the proposed Statewide commission, which is a component of the Health Plan. The commission would negotiate health care rates and fees and would set a per capita limit on health care costs each year and adjust health care payments and utilization to meet the limit.

2. The Foundation acknowledges that the Health Plan would initially generate some additional health care costs due to expanded consumer utilization of the State's health care services and the Health Plan's comprehensive benefits, including long term care. However, the Foundation believes that the Health Plan would, in the long term, save money by reducing the size of State government, (i.e., through the elimination of State agencies currently performing functions related to health care delivery), reducing administrative costs of health care and promoting early treatment of health problems.

3. As of the writing of this report, the Health Access Foundation was unable to provide the Budget Analyst with specific cost estimates for the Health Plan.

4. Senator Petris' office reports that SB 2868 did not receive sufficient votes to be passed out of Committee. However, Senator Petris' office reports that the Senator intends to introduce legislation along the same lines as SB 2868 at the next session of the State legislature.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 5 - File 7-90-5

Note: This item was continued from the July 17, 1990 City Services Committee Meeting.

1. This item is a hearing to consider reviewing Muni and Police Department responses to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues.

2. The Police Department has estimated that the illegal street sale of Municipal Railway transfers is costing the City about \$1 million in lost revenue based on Police reports covering the Mission District. In the area of the Mission District, the Police Department advises that an average of 20 to 25 books of 100 transfers each are sold every day. The Mission District is considered the heaviest trade area for such transfers according to Police reports.

3. The Police Department has identified specific intersections as the main points for the illegal sale of transfers including 16th and Mission Street, 24th and Mission Street, along Sixth Street between Market and Mission Street and Castro and Market Street. Police reports indicate that the illegal sale of transfers has been steadily increasing over the past couple of years.

4. Annual MUNI revenues have generally averaged between \$74 million and \$76.5 million over the past two years. Under these circumstances the loss of revenue due to the illegal sales of transfers represents between 1.3 and 1.4 percent of the total revenue for MUNI. Since MUNI requires General Fund monies, any loss of revenues resulting from the illegal sale of transfers becomes a direct loss of funds from the City's General Fund.

5. The Police Department reports that a sampling of twelve recent arrests indicates that 25 percent of these cases have implicated ex-MUNI drivers or relatives of MUNI drivers. According to Lt. Rich Holder of the Police Department, current MUNI drivers may be involved by either handing over the transfers books to someone or turning the other way when a book is stolen from the bus.

6. According to Mr. George Newkirk of MUNI, recent safeguards have been made to reverse the loss of transfer books. Mr. Newkirk reports that each bus is equipped with a "lock box" which is used to secure extra transfer books until they are needed for distribution which should make it more difficult for the transfer books to be stolen. Mr. Newkirk has advised the Police Department that there are no indications that current drivers are involved in the theft of the transfer books.

7. MUNI reports that there is no system in place to keep track of how many transfers are legitimately issued to passengers. MUNI only knows the general volume of transfers that are needed on a daily basis for each transit line.

8. The Police Department and MUNI are working together to curtail the theft of transfer books. Confiscated transfers have been turned over to MUNI officials by the Police Department. These transfers can be traced back to the individual drivers as each transfer is numbered. MUNI is reviewing such transfers to determine if there is a pattern in which the same drivers are regularly involved.

9. Both the MUNI and Police Department have been urging the District Attorney's Office to prosecute repeat offenders. First time offenders can be charged with possession of stolen property, a misdemeanor, or with a lesser infraction. According to the District Attorney's Office, about 50 transfer sale cases a month are processed and most of the defendants found guilty of selling transfers are put on probation or are placed in a work diversion program.

10. According to Mr. Jerry Coleman of the District Attorney's Office, a total of 295 Muni transfer offense cases were filed between January 1 and June 30, 1990. Twenty-five of those 295 cases have been disposed of, resulting in 15 jail sentences and 10 Sheriff's Work Program or probation dispositions. The average jail sentence was 41 days. The 270 remaining cases are either pending disposition or have resulted in bench warrants or pre-trial diversion. One illegal sale of transfers case that went to a jury trial resulted in conviction on multiple counts and a one-year jail sentence.

11. At the July 17, 1990, City Services Committee meeting on this item the Committee prepared in and reported out a resolution (No. 579-90) which was approved by the full Board of Supervisors creating an interdepartmental task force consisting of representatives of the following offices:

Mayor	Public Utilities Commission
District Attorney	Municipal Railway
Police Chief	Budget Analyst

The Task Force is to investigate ways to stop the illegal street sales of Municipal Railway (Muni) bus transfers and fast passes. Additionally, the Task Force is to consider the feasibility and advisability of eliminating the use of Muni transfers and to consider reducing fares to a level that would permit charging fares for each boarding. The Task Force is to report its findings, including the survey data obtained from other transit agencies, and recommendations to the Board of Supervisors by September 18, 1990.

12. As of the writing of this report, a first draft of the Task Force's Report had been prepared. The Task Force plans to meet and develop its final Report for presentation to the City Services Committee at its September 18, 1990 meeting.

Item 7 - File 30-90-2

Note: This item was continued by the City Services Committee at its meeting of March 20, 1990.

1. This item is a hearing to consider decreasing the response time of San Francisco's Emergency Medical Services.

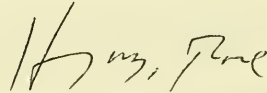
2. According to Dr. Chuck Saunders of the Department of Public Health's (DPH's) Paramedics Division, the current average emergency response time is 8.6 minutes, which represents a decrease of approximately 20 percent, from 10.7 minutes to 8.6 minutes, over the last 19 months. Dr. Saunders states that the response time, as measured by the San Francisco Emergency Medical Services, is measured from the time the phone call for assistance is received to the time that the ambulance arrives at the location, and includes the central dispatch process and ambulance travel time. Dr. Saunders reports that the average ambulance travel time, which is the response time reported by most cities, is currently 5.6 minutes.

3. Dr. Saunders reports that the DPH has implemented or is in the process of implementing a number of programs and policies to reduce response times, with no additional funding or ambulances than is currently included in their budget. The programs, which are expected to be fully implemented by the middle of FY 1991-92, are expected to further reduce response times by a total of 2 minutes. These programs and policies are as follows:

- a) Additional Ambulances - DPH added three ambulances during FY 1989-90, to its existing fleet of ten, which brought the total number of ambulances to 13 operating during the day. The DPH is in the process of hiring paramedics to staff the ambulances, and the DPH anticipates that the ambulances will be fully staffed by October, 1990. Dr. Saunders reports that the ambulance fleet is currently 99 percent staffed and operational.
- b) Paramedics Staffing Patterns - According to Dr. Saunders, changing the staffing patterns from 8-hour shifts to 10- and 12-hour shifts has reduced the number of transition periods between shifts, and therefore has increased the efficiency of the paramedics.
- c) Computerized Dispatch - In December, 1988, DPH introduced computerized dispatching, which helps the dispatchers match the ambulances with the calls for assistance according to location. Dr. Saunders indicates that an Automatic Vehicle Location (AVL) System, a second component of computerized dispatch which was approved in the FY 1990-91 budget will complement this program. Dr. Saunders reports that the DPH is currently issuing a request for proposals for the AVL System and that DPH expects to acquire the System by Spring of 1991.

- d) Improved Computer Software - Dr. Saunders indicates that improvements to the computer software are being made to reduce the amount of time that dispatchers require to record the pertinent information from the caller to the time an ambulance can be dispatched.
- e) Fire Department Procedures - Concurrently with the paramedics, the San Francisco Fire Department is also dispatched to emergency calls to begin basic life support services before the paramedics arrive. The Paramedics Division is working with the Fire Department to improve procedures to reduce the Fire Department's response time by dispatching them earlier. The Fire Department's time is approximately 3 to 4 minutes following dispatch.
- f) New Deployment Scheme - Beginning September 15, 1990, the DPH will use a new scheme to deploy ambulances throughout the City to station them in locations to minimize response times. The optimal deployment sites have been identified based on computer-generated geographic and statistical analyses of those areas which, in the past, have shown a higher need for ambulance services.
- g) Relocation of Headquarters - The DPH is proposing to relocate the Emergency Medical Services Headquarters from its current Golden Gate Park location to the Mission District, which is more centrally located to the areas most in need of ambulances. Dr. Saunders states that relocating the headquarters would reduce the down time for ambulances when restocking the vehicles. The DPH will be requesting the Board of Supervisor's approval of a new lease in the Mission District at a future meeting. Dr. Saunders reports that the funding for the proposed new lease is included in the DPH's FY 1990-91 budget.

4. According to Dr. Saunders, the determination of cost estimates to further reduce emergency response times is complex, and would require detailed studies of the different programs and policies and funding mechanisms available to the City. Dr. Saunders reports that the DPH is in the process of preparing one such study under a State grant, which Dr. Saunders anticipates will be completed in the Spring of 1991. Dr. Saunders states that the study originally was to have been completed during the Fall of 1990, but that due to funding delays, the State has approved a grant extension.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

SF
90.16
-3
/18/90
2

REGULAR
MEETING OF
CITY SERVICES COMMITTEE
Board of Supervisors
City and County of San Francisco

SEP 19 1990
SAN FRANCISCO
PUBLIC LIBRARY

Tuesday, September 18, 1990, 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Hongisto for items 1-5 and 7

Clerk: Mary L. Red

1. File 97-90-39. [Citizen's Zoo Oversight Committee] Ordinance amending the San Francisco Administrative Code by adding Chapter 59, establishing a Citizen's Zoo Oversight Committee. (Supervisor Nelder) (Continued from August 21)

ACTION: Hearing held. To Board without Recommendation.

2. File 12-90-25. [Implementation of California Health Access Plan] Resolution commending Senator Nicholas Petris for introducing the California Health Access Plan in SB 2868, endorsing the principles and goals of the plan and urging the State Legislature to urge the Governor to immediately implement the plan. (Supervisor Walker) (Continued from August 21)

ACTION: Continued to call of the Chair.

3. File 13-90-15. [Convention on the Rights of the Child] Resolution memorializing members of the United States Congress to support House Resolution 312 and Senate Resolution 231, requesting immediate Presidential review of the convention on the rights of the child and transmission to the Senate for United States ratification, and memorializing the Mayor to transmit a copy of this resolution to the San Francisco Congressional Delegation and Senators Bill Bradley and Richard Lugar. (Supervisors Hongisto, Walker, Alioto)

ACTION: Hearing held. Recommended.

4. File 75-89-3. [Fish Alley - Official Name] Resolution urging the Mayor to urge the Port Commission to consider requesting that a public walkway historically known as Fish Alley be officially named Fish Alley. (Supervisor Alioto)

ACTION: Hearing held. Recommended.

5. File 7-90-5. Hearing to consider reviewing Municipal Railway and Police Department response to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues. (Supervisor Gonzalez) (Continued from July 17)

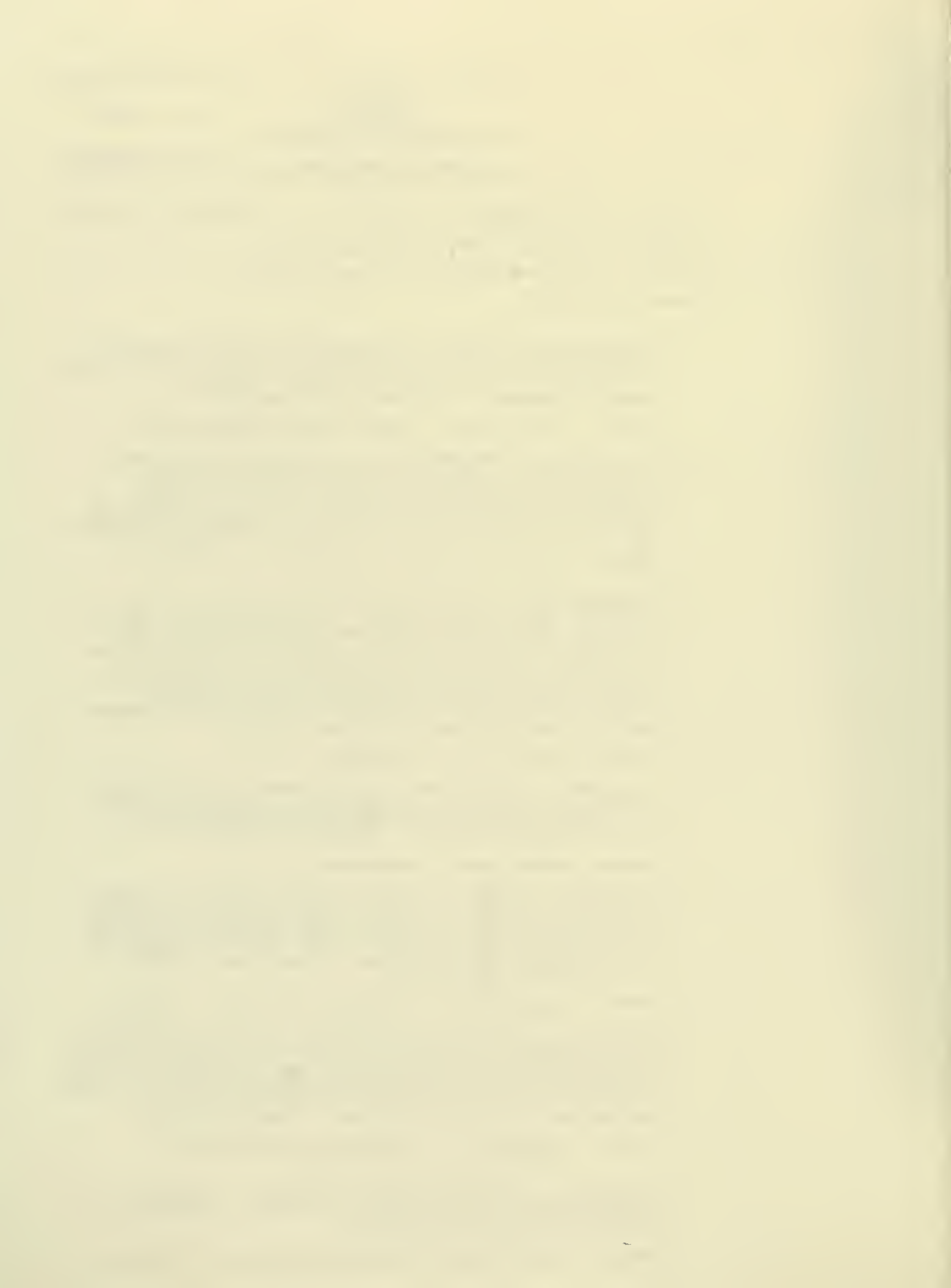
ACTION: Hearing held. Consideration continued to October 2.

6. File 13-90-13. [Federal Judiciary-David H. Souter Nomination] Resolution opposing the process used by the President to select and nominate David H. Souter to the United States Supreme Court and memorializing the United States Senate to conduct a thorough investigation of the Souter nomination and its effects on constitutional rights and liberties. (Supervisor Alioto)

ACTION: Hearing held. Recommended (Supervisor Nelder dissenting on roll-call vote).

7. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto) (Continued from March 20)

ACTION: Hearing held. Consideration continued to October 2.



**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

September 27, 1990

TO: City Services Committee
FROM: Budget Analyst - recommendations
SUBJECT: October 2, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

OCT 1 1990

SAN FRANCISCO
PUBLIC LIBRARYItem 1, File 118-90-5

Item: Ordinance amending Part II, Chapter 5 of the San Francisco Municipal Code by Adding Article 23, including Sections 1301 to 1312 thereto, requiring employers who employ Video Display Terminal operators to comply with worker safety requirements.

Description: The proposed ordinance would impose Video Display Terminal (VDT) worker safety regulations on the City and County, as well as San Francisco businesses that employ 15 or more VDT workers. The proposed ordinance would require employers to provide certain computer workstation equipment, provide other workstation equipment at the employee's request, provide employee education and training, and maintain minimum distances behind and to the side of VDTs.

Please refer to attached report.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

September 27, 1990

TO: Supervisor Walker

FROM: Budget Analyst

SUBJECT: Cost analysis of the proposed ordinance on video display terminal worker safety regulations (File 118-90-5).

In a letter dated August 29, 1990, you requested that the Budget Analyst perform a cost analysis of the proposed video display terminal regulations and its proposed effect. Pursuant to your request, we have prepared the following cost analysis of the proposed video display terminal worker safety regulations. Although available data on the number of video display terminals and the number of persons working a majority of their time on terminals does not readily exist, we estimate that the proposed ordinance may cost the City between \$5.7 million to \$7.6 million in one-time costs to reconfigure the existing number of computer workstations that are likely to be used in accordance with the provisions of the proposed ordinance. This estimate includes costs to purchase proper furniture and equipment, and to provide education and training for City employees. In addition, we would expect the City to incur significant additional costs to modify office lighting, reconfigure existing office space, and lease new office space to comply with the requirements of the proposed ordinance. These latter costs to the City, as well as the costs to enforce the proposed ordinance, cannot be fairly estimated at this time.

Private businesses would also be affected by this proposed ordinance. While sufficient data is not readily available with respect to the numbers of computer terminals and persons working on computer terminals, we roughly estimate that modifying workstations and providing education and training to employees, as required in the proposed ordinance, may cost San Francisco businesses between \$84.4 million to \$112.5 million. Other costs to lease additional office space, and to make further office and computer modifications cannot be estimated at this time and would depend on the specific needs of each business.

Ordinance Provisions

The proposed legislation would amend Part II, Chapter 5 of the San Francisco Code by adding Article 23 (including Sections 1301 through 1312) requiring employers who employ video display terminal (VDT) operators to comply with worker safety requirements. This proposed ordinance would only apply to those businesses (as well as the City and County of San Francisco) who employ fifteen or more VDT operators, each of whom work on VDTs 50 percent or more of their time. In addition, this ordinance would only apply to those specific computer workstations where a person works more than 50 percent of the time on the computer.

The proposed ordinance would require that employers provide at each computer workstation:

- Chairs with minimum design standards. Computer workstation chairs must have sufficient upholstery compressible to within one-half to one inch, seat and back rests adjustable for height and angle, and the capacity to swivel.
- Adjustable platforms for the screen and keyboard. Platforms for the video display screen and the keyboard must be adjustable for height and angle.
- Printer covers or separation of printers from the workstation area. To reduce noise levels, the proposed ordinance requires printer covers or relocating printers to a separate area away from computer workstations.
- Office lighting where computer stations are located must be limited to between 300 - 700 lux or 28 to 65 footcandles. This lighting requirement would be in conformance with existing lighting standards for offices.

Upon request of the employee operating a VDT, the employer must provide equipment such as wrist rests, foot rests, anti-glare screens, task lighting and document holders.

The proposed ordinance imposes a five foot rule such that no employee workstation can be located within five feet of the back or side of a video display terminal.

Memo to Supervisor Walker
September 27, 1990
Page 3

The proposed ordinance also addresses the provision of alternative work breaks for employees working on VDTs. The ordinance requires that alternative work breaks, of a minimum of 15 minutes, in which employees may work on other tasks away from the VDT, be provided to VDT operators every two hours. If the employer cannot provide an alternative work break, the employer must provide a written explanation to the employee describing why an alternative work break cannot be provided.

The proposed ordinance would require dissemination of information on the effects of working on VDTs by employers to employees, as well as provision of employer-initiated training programs. Such education and training must be provided to employees within six months of the effective date of the ordinance, to new employees within the first 30 days of employment, and to all employees on an annual basis.

The Health Department would be responsible for administering and enforcing the provisions of the ordinance. According to Mr. Bill Lee of the Department of Public Health's Toxics and Safety Services Program, enforcement would be based on complaints received from office workers. Each violation found and not corrected would be subject to a civil penalty not to exceed \$500.

Number of Workstations and Employees for City Government

No definitive estimate of the number of computer workstations and the corresponding number of persons working at those workstations has ever been made for the City and County of San Francisco. However, based on existing inventories of computer equipment in the various City departments, the City owns an estimated 4,900 computer terminals. Of the total number of computer terminals on hand, an estimated 3,800 City employees may use computer terminals for a large part of their work time.¹ As required by the proposed ordinance, computer workstations for the estimated 3,800 employees would be modified.

Number of Workstations and Employees for San Francisco Businesses

According to the Mayor's Office of Business and Economic Development, there are approximately 585,000 office workers in San Francisco. Of this amount, approximately 300,000 work in private businesses in the downtown and financial districts. We could not determine the number of businesses that have 15 or more employees who work on VDTs 50 percent or more of the time.

¹According to SEIU 790, one of the labor unions representing City employees, there are approximately 3,200 clerical workers plus about 600 employees who work in data processing related jobs, for a total of 3,800 employees using computer terminals. The 3,800 total is not entirely accurate, because not all clerical workers work on or have access to computer terminals, and the total does not include the estimated number of professional employees who use computer terminals extensively.

Memo to Supervisor Walker
September 27, 1990
Page 4

Professionals in the computer industry have estimated that by 1992, there may be as many as one computer terminal for every two office workers in the United States. One computer consultant we interviewed believed that this estimate was high and reported that IBM, with approximately 400,000 employees worldwide, uses approximately 100,000 computer terminals in its operations (one terminal for every four employees). For reference purposes, the City budget contains over 25,000 full-time authorized positions. As noted above, the City owns an estimated 4,900 computer terminals (or approximately one terminal for every five employees). Assuming one computer terminal exists for every four office workers in businesses in the downtown and financial districts, as many as 75,000 computer display monitors may exist. Assuming that 75 percent of these computer terminals are used by heavy users (77 percent, or 3,800 of the 4,900 total, of the City's computer terminals are used by heavy users), as many as 56,250 computer terminals in private businesses in the City would be subject to the requirements of this proposed ordinance.

Workstation and Training Costs

Under the proposed ordinance, computer workstations would be required to have ergonomically correct chairs, and adjustable platforms for the display monitor and keyboard. As previously noted, each workstation would require such items as wrist rests, foot rests, anti-glare screens, task lighting and document holders if the terminal operator requests them.

The proposed ordinance also requires education and training of employees. While it is difficult to determine the exact amount of education and training required, a consultant for the Air Transport Association reported that IBM implemented an education and training program for its employees at a cost conservatively estimated at \$200 per employee per workstation. IBM's program included publication of a manual and a limited amount of employee instruction.

Taking into account the workstation equipment costs and the estimated costs for education and training, the cost per workstation would range between \$1,500 and \$2,000. The consultant for the Air Transport Association estimated the total average workstation cost to be approximately \$2,470, which included costs for modifications to lighting and to reduce printer noise. Ms. Vickie Wells of the Toxics and Safety Services Program of the Department of Public Health estimated a workstation cost of approximately \$2,000 which did not include costs of modifying office lighting and reducing printer noise.

Assuming that 3,800 City employee computer workstations need to be reconfigured, and assuming a total per workstation cost ranging between \$1,500 and \$2,000, the estimated cost to the City may be between \$5.7 million to \$7.6 million to outfit all workstations with proper equipment and provide education and training to the employees who use those workstations.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
September 27, 1990
Page 5

For private businesses, workstation and training costs would vary, depending on whether programs to improve workstation conditions already exist within each company and the particular office needs of each company. However, assuming that each affected workstation is modified according to the requirements of the ordinance; assuming a per workstation cost ranging between \$1,500 to \$2,000; and assuming there are 56,250 workstations in San Francisco that would be subject to the requirements of the ordinance, the total cost to San Francisco businesses to reconfigure employee workstations and provide initial training could range between \$84.4 million to \$112.5 million.

Using the Air Transport Association consultant's cost estimates which include cost estimates for computer replacement, office lighting modifications and printer noise reduction, the estimated one-time cost to the City and County would total \$9.4 million and the estimated one-time cost to San Francisco's private businesses would total \$139.2 million.

The Five Foot Rule

The proposed ordinance imposes a five foot rule such that no employee workstation can be located within a five foot radius of the back or side of a video display terminal. According to Ms. Wells of the Toxics and Safety Services Program of DPH, this requirement would also apply to adjacent workstations separated by a wall or partition.

Depending on the location of computer terminals and the location of employee workstations, the Five Foot Rule would require a minimum increase of 40 square feet of office space for each computer terminal workstation. This provision of the ordinance could result in a need for a significant amount of additional office space, although an exact estimate cannot be determined, and would depend on present configurations of office space. However, one large San Francisco based banking firm reported that it would have to increase its office space allocated for computer workstations by 21 to 73 percent.

For reference purposes, Mr. Tony DeLucchi of the Department of Real Estate estimates that fully serviced, handicapped accessible office space could be leased at a minimum cost of \$16.50 per square foot per year in the Civic Center area to over \$40 per square foot per year in the Financial District. Exact lease costs would depend on the amount of office space leased, the location of the office space, and the amount of tenant improvements required.

Memo to Supervisor Walker
September 27, 1990
Page 6

Enforcement Costs

The Department of Public Health's Toxics and Safety Services Program would be responsible for enforcing the requirements of this proposed ordinance. Mr. Bill Lee, Manager of Toxics and Safety Services, reports that enforcement would be based on employee complaints registered with their office. Because enforcement would be complaint oriented, an estimate of the workloads and the corresponding staff requirements cannot be made at this time. Mr. Lee reports that the Toxics and Safety Services Program intends to monitor the implementation of the ordinance and the resulting complaint workloads with its existing staff. Toxics and Safety Services would provide an enforcement cost estimate one year after the ordinance is passed.

Other Cost Considerations

Ms. Wells of DPH advises that some City Departments as well as some private businesses may be using older computer terminals that have keyboards attached directly to the video display monitor. Because the ordinance requires that the monitor and the keyboard be independently adjustable by the operator, these older computer terminals would have to be replaced with new terminals. For example, in the Police and Fire Departments, employees working in the dispatch rooms work on terminals situated in large consoles. These consoles would not comply with the ordinance and the Departments would have to purchase independently adjustable monitors and keyboards to replace these console type computer terminals.

In addition, replacement of older computer terminals may require recabling the computer networks to accommodate the newer terminals currently being sold. Ms. Wells points out that if recabling is required in older buildings, asbestos found within the walls of these buildings would need to be removed prior to the recabling of computer terminals. The cost of asbestos removal would add significantly to the cost of complying with the ordinance.

With respect to alternative work breaks, the proposed ordinance does not absolutely require alternative work to be provided, but does require employers to certify in writing to the employee that such work cannot be provided. If the employer chooses to provide alternative work breaks of 15 minutes every two hours, the amount of work done at computer terminals would be reduced by a maximum of 12.5 percent per terminal operator. If necessary to complete the work not done, the company may then have to either authorize overtime expenditures or hire temporary staff to account for the 12.5 percent reduction in computer terminal work time for each terminal operator.

Memo to Supervisor Walker
September 27, 1990
Page 7

Annual Costs

The City, as well as private businesses, would incur some annual costs for continued education and training of new and existing employees. These costs cannot be estimated at this time but would probably be less than the initial training and education costs.

Revenues/Benefits

The City would receive an undetermined amount of revenues from fines associated with the enforcement of the ordinance. The exact amount of revenues would depend on the number of complaints received and the number of violations not corrected.

If this ordinance becomes law, the City, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates ranging from 15 to 25 percent. However, quantification of the potential benefits from this proposed ordinance would require more detailed study.

Summary

Based on the data obtained by the Budget Analyst, the proposed ordinance would result in estimated workstation one-time costs to the City ranging between \$5.7 million to \$7.6 million and one-time costs to San Francisco businesses ranging between \$84.4 million to \$112.5 million. Using the Air Transportation Association consultant's cost estimates, which includes costs for office lighting modifications and printer noise reduction, the estimated cost to the City would total \$9.4 million and the estimated one-time costs to private businesses would total \$139.2 million.

The Budget Analyst emphasizes, however, that these total costs could be greater or less not only because the cost estimates are not precise but also because the actual number of employees using VDTs more than 50 percent of the time may vary.

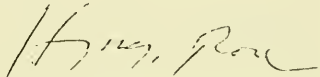
In addition, the City, as well as private businesses would incur annual costs for training and education, and significant undetermined costs to remodel office space, lease additional office space, replace older computer terminals, recable computer networks and provide alternative work breaks. Asbestos removal associated with office space remodeling or renovation may be an additional cost of complying with the ordinance.

The Department of Public Health would incur costs to administer and enforce this ordinance. These costs cannot be estimated at this time.

BOARD OF SUPERVISORS
BUDGET ANALYST

Implementation of the proposed ordinance would result in an undetermined amount of revenues to the City from fines associated with the enforcement of the ordinance provisions.

As noted above, the City and County, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates varying from 15 to 25 percent. However, quantification of these potential benefits cannot be estimated at this time.


Harvey M. Rose

cc.: President Britt
Supervisor Alioto
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Ward
Clerk of the Board
Legislative Policy Analyst
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey
Director of Electronic Information Processing Steering Committee

Item 3 - File 193-90-14

Department: Recreation and Park Department (RPD)

Item: Ordinance to approve a permit for continuing the operation of a neighborhood recycling center located outside of the Kezar Stadium press parking area at the corner of Arguello Boulevard and Frederick Street.

Description: The Haight Ashbury Neighborhood Council (HANC) has operated a recycling center on City property at the corner of Arguello Boulevard and Frederick Street for 10 years. HANC's one-year permit for FY 1989-90 expired June 30, 1990. The proposed ordinance would renew the permit for FY 1990-91. The terms of the permit also contain two one-year option periods.

In consideration for the use of the City's property, as specified in the permit, HANC has offered a \$4,000 cash "gift" to the City. The \$4,000 gift represents an increase of \$1,000 over the \$3,000 gift paid by HANC for FY 1989-90. HANC pays the City not less than one quarter of the gift amount on a quarterly basis for the term of the permit. Should the term of the permit be extended, for the two one-year option periods after the permit expires on June 30, 1991, HANC has agreed to adjust the gift amount for inflation for the second and third years based on the Consumer Price Index.

The Recreation and Park Department and HANC have agreed that, to the extent possible, the gift funds will be used to subsidize programs for children and youth that are offered by the Recreation and Park Department in the following facilities: Grattan Playground, Panhandle Playground, Children's Playground and Sharon Building.

HANC is required by the RPD to deposit an additional \$1,500 with the Department to guarantee its performance under the proposed permit.

Comments:

1. RPD previously submitted a request to the Board of Supervisors for the continuation of the permit for HANC for FY 1989-90 (File 193-90-2). Mr. Ernie Prindle, of the Recreation and Park Department, stated, at that time, that the Department had not entered into a regular lease agreement because HANC had indicated their profits were not sufficient to pay regular rental payments. However, Mr. Prindle stated that RPD would monitor and audit HANC's records and books of accounts for FY 1989-90 in order to assess the possibility of using rental mechanisms for future

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

years, such as rent as a percentage of gross revenues, in lieu of the requested permit agreement.

2. Mr. Prindle reports that HANC has not, as yet, been audited. However, Mr. Prindle advises that the RPD did monitor and review HANC's quarterly financial statement of revenues and costs. Based on this review, Mr. Prindle reports that he believes that HANC's current profits are not sufficient to pay regular rental payments. Additionally, Mr. Prindle advises that the City's expanding curbside recycling program along with the recent drop in prices for recycled aluminum and paper are issues which could potentially have an adverse effect on HANC's future profits.

3. Mr. Prindle reports that RPD has placed HANC on its schedule of projects to be audited by the Controller's Office in FY 1990-91. Mr. Prindle could not provide a specific start-up date for the audit.

4. Ms. Lucinda Scanlan of the Recreation and Park Department reports that it is RPD's position that HANC should continue under the current permit arrangement for the use of the City's property for the three-year term of the proposed permit, including the two one-year options. Ms. Scanlan advises that the current level and method of payment by which HANC compensates the City, was negotiated, in part, because HANC's recycling activities are perceived by the Department as providing a public service. Ms. Scanlan adds that at the expiration of each one-year term of the permit, the RPD will evaluate whether or not there is a need for HANC to continue to operate on the City's property. As noted above, curbside recycling may impact on the level of recycling activities performed by HANC. Ms. Scanlan reports that RPD will be monitoring HANC's tonnage intake on a monthly basis to determine the scope of activity.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.

Item 4 - File 172-90-19

The proposed resolution would authorize an agreement between the Department of Public Health (DPH), Division of Mental Health, Substance Abuse and Forensic Services and various designated hospitals, pursuant to Sections 5150 and 5250 of the Welfare and Institutions Code. This agreement is for the purpose of identifying responsibilities of designated hospitals in serving individuals who require acute inpatient care and for authorizing the DPH to enter into agreements with those hospitals that are designated as 72-hour Evaluation and 14 - day Intensive Treatment Facilities.

To provide continuity of care for acute inpatient psychiatric patients, the City is required to designate approved 72-hour Evaluation and 14-day Intensive Treatment Hospitals on an annual basis. The proposed resolution would specify continuity of care agreements for fiscal year 1990-91 between the following hospitals and the DPH:

Kaiser Permanente
Pacific Presbyterian Medical Center
Mt. Zion Hospital and Medical Center
Mt. Zion Community Crisis Services
San Francisco General Hospital
St. Mary's Hospital and Medical Center,
St. Francis Memorial Hospital
Langley Porter Psychiatric Institute
St. Luke's Hospital
Seton Medical Center

The effective date of these agreements will be July 1, 1990 through June 30, 1991. In so designating these hospitals, the DPH would authorize staff within these hospitals to provide care which is reimbursable from the Federal and State governments to the hospitals. In addition, the DPH would maintain a committee to deal with hospital-related issues such as quality assurance, length of stay and coordination of services.

Comments

1. According to DPH, the designation of such hospitals by the proposed resolution allows Federal and State reimbursements for the care provided by the hospitals, under the Short Doyle Act. It does not obligate the City to pay for any services provided by the hospitals. Any costs to be paid by the City for services provided by these hospitals would be in accordance with separate agreements between the City and the individual hospitals.

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

2. Continuity of service would also be provided because, except for one additional hospital, the designated hospitals for fiscal year 1990-91 are the same hospitals designated as 72-hour Evaluation and 14-day Intensive Treatment facilities for Fiscal Year 1989-90. The designation for Fiscal Year 1990-91 includes Kaiser Permanente, which was not included last year.

3. According to Ms. Flo Stroud of DPH, the proposed reductions in San Francisco's mental health services as a result of the recent State budget cuts will not have any impact on the proposed resolution.

Recommendation

Approve the proposed resolution.

Item 5 - File 30-90-15

1. This item is a resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement providing two dedicated, staffed private emergency ambulances to be available for direct dispatch during weekday hours and during some portion of weekend hours. The precise portion of weekend hours would be determined on the basis of future negotiations. The San Francisco Ambulance Association (SFAA), comprised of King-American Ambulance Company, Federal Ambulance Company and San Francisco Ambulance Service, submitted the unsolicited proposal to Dr. James Pointer, Director of the Emergency Medical Services (EMS), a Division of the Department of Public Health, on January 9, 1990.

2. The DPH and SFAA currently have an agreement entitled the Integrated Response Plan (IRP), under which member firms of SFAA provide backup emergency ambulance response. Under the terms of this agreement, SFAA provides back-up response to Code 2 and Code 3 emergency calls, upon request from DPH's Central Medical (C-Med) Communications Center. The DPH reimburses SFAA member firms, based on a fixed rate per call of \$26.41. In addition to this reimbursement by the DPH, the SFAA receives revenues from direct billings to medical insurance carriers, MediCal and private pay patients for each ambulance "run". In 1989-90, the EMS budgeted \$200,000 for such payments under the Integrated Response Plan. However, actual expenditures amounted to \$105,000. In 1990-91, \$90,000 has been budgeted for this purpose on the basis that additional emergency response ambulances and paramedic staffing had been added to the SFGH's Paramedic Division and that the need for private ambulances for "backup" purposes would be reduced.

4. The SFAA proposal, which is subject of this report, would specifically provide two dedicated, staffed private emergency ambulances that would be available for direct dispatches during weekday and weekend hours by the Department of Public Health's C-Med Communications Center. These two ambulances would be provided at no direct cost to the City. The member firms of SFAA would provide the dedicated ambulances on a rotational basis. The dedicated ambulances would be available for direct dispatch by C-Med from 10:00 a.m. to 6:00 p.m. Monday through Friday and on weekends for shift times that are mutually agreeable between SFAA and DPH. In accordance with the proposal, shift times would be adjusted to meet demand. SFAA would continue to provide back-up emergency ambulance response under the terms of the current IRP agreement.

5. Under this proposed agreement, SFAA would be paid by the third-party insurers, MediCal or by the individual ambulance patients themselves to whom service has been provided. The private ambulances would become a part of the "primary responders" for 911 emergency ambulance calls dispatched by C-Med, in effect reducing the number of calls handled and amount of total revenue received, by the City's Paramedic Division.

BOARD OF SUPERVISORS
BUDGET ANALYST

6. We have reviewed this proposal with the DPH Emergency Medical Services Division and the SFGH Paramedics Division. According to Mr. Jerome Rankin, Senior Assistant Administrator of SFGH and Dr. Charles Sanders, Director of the Paramedic Division, the Paramedic Division responds to all 911 emergency requests for ambulance and paramedics. No "interfacility" transport requests are handled, but are instead referred to private ambulance companies.

The C-Med currently receives approximately 60,000 medical emergency calls from 911 annually according to Mr. Rankin. Approximately 57,000 such calls are taken by the the SFGH Paramedics Division with the balance of 3,000 calls (5%) handled by private companies under the Integrated Response Plan agreement.

The City's Paramedics Division currently collects an average of \$123 in revenue from outside sources per emergency medical response, and total annual revenues of approximately \$7.0 million.

7. According to Mr. Rankin, the revenue lost to the City by the addition of the two private ambulances during the hours specified would approximate \$402,000 on an annual basis. Alternatively, Mr. Rankin estimates that the incremental cost of adding two DPH ambulance shifts would be an additional \$348,000 in General Fund cost annually. Hence, the service benefit would be offset by the cost to the City as a result of lost revenue. The same benefit could be achieved according to Mr. Rankin at a reduced cost if the SFGH Paramedics Division were to add two additional paramedic teams.

Comments

1. The above financial information represents estimates provided to the Budget Analyst. We are informed that a letter from the Department of Public Health presenting this analysis in greater detail will be provided to the City Services Committee prior to the October 2, 1990 City Services Committee meeting.

2. The Budget Analyst has been informed that a separate report on this matter, prepared by the Board of Supervisors Legislative Policy Analysts, is forthcoming.

Recommendation

The proposed resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement is a policy matter for the Board of Supervisors.

Item 6 - File 30-90-2

Note: This item was continued by the City Services Committee at its meeting of September 18, 1990.

1. This item is a hearing to consider decreasing the response time of San Francisco's Emergency Medical Services.

2. According to Dr. Chuck Saunders of the Department of Public Health's (DPH's) Paramedics Division, the current average emergency response time is 8.6 minutes, which represents a decrease of approximately 20 percent, from 10.7 minutes to 8.6 minutes, over the last 19 months. Dr. Saunders states that the response time, as measured by the San Francisco Emergency Medical Services, is measured from the time the phone call for assistance is received to the time that the ambulance arrives at the location, and includes the central dispatch process and ambulance travel time. Dr. Saunders reports that the average ambulance travel time, which is the response time reported by most cities, is currently 5.6 minutes.

3. Dr. Saunders reports that the DPH has implemented or is in the process of implementing a number of programs and policies to reduce response times, with no additional funding or ambulances than is currently included in their budget. The programs, which are expected to be fully implemented by the middle of FY 1991-92, are expected to further reduce response times by a total of 2 minutes. These programs and policies are as follows:

- a) Additional Ambulances - DPH added three ambulances during FY 1989-90, to its existing fleet of ten, which brought the total number of ambulances to 13 operating during the day. The DPH is in the process of hiring paramedics to staff the ambulances, and the DPH anticipates that the ambulances will be fully staffed by October, 1990. Dr. Saunders reports that the ambulance fleet is currently 99 percent staffed and operational.
- b) Paramedics Staffing Patterns - According to Dr. Saunders, changing the staffing patterns from 8-hour shifts to 10- and 12-hour shifts has reduced the number of transition periods between shifts, and therefore has increased the efficiency of the paramedics.
- c) Computerized Dispatch - In December, 1988, DPH introduced computerized dispatching, which helps the dispatchers match the ambulances with the calls for assistance according to location. Dr. Saunders indicates that an Automatic Vehicle Location (AVL) System, a second component of computerized dispatch which was approved in the FY 1990-91 budget will complement this program. Dr. Saunders reports that the DPH is currently issuing a request for proposals for the AVL System and that DPH expects to acquire the System by Spring of 1991.

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

- d) Improved Computer Software - Dr. Saunders indicates that improvements to the computer software are being made to reduce the amount of time that dispatchers require to record the pertinent information from the caller, to the time an ambulance can be dispatched.
- e) Fire Department Procedures - Concurrently with the paramedics, the San Francisco Fire Department is also dispatched to emergency calls to begin basic life support services before the paramedics arrive. The Paramedics Division is working with the Fire Department to improve procedures to reduce the Fire Department's response time by dispatching them earlier. The Fire Department's time is approximately 3 to 4 minutes following dispatch.
- f) New Deployment Scheme - Beginning September 15, 1990, the DPH will use a new scheme to deploy ambulances throughout the City to station them in locations to minimize response times. The optimal deployment sites have been identified based on computer-generated geographic and statistical analyses of those areas which, in the past, have shown a higher need for ambulance services.
- g) Relocation of Headquarters - The DPH is proposing to relocate the Emergency Medical Services Headquarters from its current Golden Gate Park location to the Mission District, which is more centrally located to the areas most in need of ambulances. Dr. Saunders states that relocating the headquarters would reduce the down time for ambulances when restocking the vehicles. The DPH will be requesting the Board of Supervisor's approval of a new lease in the Mission District at a future meeting. Dr. Saunders reports that the funding for the proposed new lease is included in the DPH's FY 1990-91 budget.

4. According to Dr. Saunders, the determination of cost estimates to further reduce emergency response times is complex, and would require detailed studies of the different programs and policies and funding mechanisms available to the City. Dr. Saunders reports that the DPH is in the process of preparing one such study under a State grant, which Dr. Saunders anticipates will be completed in the Spring of 1991. Dr. Saunders states that the study originally was to have been completed during the Fall of 1990, but that due to funding delays, the State has approved a grant extension.

5. Ms. Abbie Yant, of the DPH Central Office Emergency Medical Services (EMS) Division (EMS is the regulatory and oversight agency for the provision of emergency medical services) reports that efforts to improve emergency medical services and response times are being pursued in three main areas, as follows:

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

- a) EMS issued a position paper in July, 1990, detailing emergency medical services issues. The various agencies involved in providing the services are currently reviewing the position paper and commenting on it. EMS will reissue the position paper when compilation of the comments is completed. The introduction page to the position paper is attached.
- b) A study is currently being conducted to determine the most efficient configuration of an emergency medical services system for San Francisco (this is the same study that Dr. Saunders refers to, in Point 4, above). This study will examine alternative ambulance deployment strategies to determine the optimal deployment strategy for the City. The study will analyze several perspectives including operations, geography, financing resources, administration, community needs and quality control.
- c) EMS is continuing to monitor response time as well as other system performance measures.

CITY AND COUNTY OF SAN FRANCISCO
EMERGENCY MEDICAL SERVICES (EMS) AGENCY

EMS SYSTEM POSITION PAPER 1990

INTRODUCTION

There are various issues which face the EMS community as we enter the 1990's. Our intent with this Position Paper is to present an objective and concise description of these important concerns. The San Francisco Emergency Medical Services Agency ("EMS Agency") will take a proactive approach to the discussion of each of these issues. It is important not only to present the issues and the EMS Agency's position, but also to address the potential costs and legal considerations which accompany them. We are confident that this Position Paper will assist the community in working together to develop an exemplary prehospital care system.

We refer to the "EMS Community" throughout this paper. The EMS Community consists of citizens, prehospital and hospital providers, professional associations, City Agencies, Divisions, Departments, and designated committees. In essence, the EMS Community includes all persons with an interest in Emergency Medical Services.

We have outlined below eight major EMS system issues:

1. Ambulance Availability and Response Times
2. System Configuration
3. Dispatch
4. Quality Assurance and Data Collection
5. Disaster Planning
6. Research and Public Information
7. Pediatric Standards
8. Trauma Designation

Each issue is briefly summarized and potential cost and legal considerations are presented. The EMS Agency's position will be presented. The final section sets forth a tentative timeline for addressing the various issues facing the EMS Community.

Item 7 - File 7-90-5

Note: This item was continued from the September 18, 1990 City Services Committee Meeting.

1. This item is a hearing to consider reviewing Muni and Police Department responses to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues.

2. The Police Department has estimated that the illegal street sale of Municipal Railway transfers is costing the City about \$1 million in lost revenue based on Police reports covering the Mission District. In the area of the Mission District, the Police Department advises that an average of 20 to 25 books of 100 transfers each are sold every day. The Mission District is considered the heaviest trade area for such transfers according to Police reports.

3. The Police Department has identified specific intersections as the main points for the illegal sale of transfers including 16th and Mission Street, 24th and Mission Street, along Sixth Street between Market and Mission Street and Castro and Market Street. Police reports indicate that the illegal sale of transfers has been steadily increasing over the past couple of years.

4. Annual MUNI revenues have generally averaged between \$74 million and \$76.5 million over the past two years. Under these circumstances the loss of revenue due to the illegal sales of transfers represents between 1.3 and 1.4 percent of the total revenue for MUNI. Since MUNI requires General Fund monies, any loss of revenues resulting from the illegal sale of transfers becomes a direct loss of funds from the City's General Fund.

5. The Police Department reports that a sampling of twelve recent arrests indicates that 25 percent of these cases have implicated ex-MUNI drivers or relatives of MUNI drivers. According to Lt. Rich Holder of the Police Department, current MUNI drivers may be involved by either handing over the transfers books to someone or turning the other way when a book is stolen from the bus.

6. According to Mr. George Newkirk of MUNI, recent safeguards have been made to reverse the loss of transfer books. Mr. Newkirk reports that each bus is equipped with a "lock box" which is used to secure extra transfer books until they are needed for distribution which should make it more difficult for the transfer books to be stolen. Mr. Newkirk has advised the Police Department that there are no indications that current drivers are involved in the theft of the transfer books.

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

7. MUNI reports that there is no system in place to keep track of how many transfers are legitimately issued to passengers. MUNI only knows the general volume of transfers that are needed on a daily basis for each transit line.

8. The Police Department and MUNI are working together to curtail the theft of transfer books. Confiscated transfers have been turned over to MUNI officials by the Police Department. These transfers can be traced back to the individual drivers as each transfer is numbered. MUNI is reviewing such transfers to determine if there is a pattern in which the same drivers are regularly involved.

9. Both the MUNI and Police Department have been urging the District Attorney's Office to prosecute repeat offenders. First time offenders can be charged with possession of stolen property, a misdemeanor, or with a lesser infraction. According to the District Attorney's Office, about 50 transfer sale cases a month are processed and most of the defendants found guilty of selling transfers are put on probation or are placed in a work diversion program.

10. According to Mr. Jerry Coleman of the District Attorney's Office, a total of 295 Muni transfer offense cases were filed between January 1 and June 30, 1990. Twenty-five of those 295 cases have been disposed of, resulting in 15 jail sentences and 10 Sheriff's Work Program or probation dispositions. The average jail sentence was 41 days. The 270 remaining cases are either pending disposition or have resulted in bench warrants or pre-trial diversion. One illegal sale of transfers case that went to a jury trial resulted in conviction on multiple counts and a one-year jail sentence.

11. At the July 17, 1990, City Services Committee meeting on this item the Committee prepared in and reported out a resolution (No. 579-90) which was approved by the full Board of Supervisors creating an interdepartmental task force consisting of representatives of the following offices:

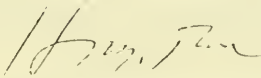
Mayor	Public Utilities Commission
District Attorney	Municipal Railway
Police Chief	Budget Analyst

The Task Force is to investigate ways to stop the illegal street sales of Municipal Railway (Muni) bus transfers and fast passes. Additionally, the Task Force is to consider the feasibility and advisability of eliminating the use of Muni transfers and to consider reducing fares to a level that would permit charging fares for each boarding. The Task Force was to report its findings, including the survey data obtained from other transit agencies, and recommendations to the Board of Supervisors by September 18, 1990.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to City Services Committee
October 2, 1990 City Services Committee Meeting

12. At the September 18, 1990 City Services Committee meeting, the Task Force presented its report on Muni Transfer Sales. The Task Force's recommendations are included in the Attachment.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

Task Force Recommendations:

a) A ridership survey must be conducted, preferably in the context of the Congestion Management Plan, which includes transfer use questions.

b) Based on such a survey (as in recommendation a) above), a statistically proper study be taken of transfer misuse, so that the accurate and complete parameters of the problem are apparent.

c) In the interim, Muni should continue to post warning notices about transfer misuse so as to educate the public; other task force members (such as the District Attorney's Office) should consult with Muni regarding wording of the notices for maximum, legal impact.

d) In the interim, Muni should continue to focus upon all aspects of the transfer path, developing and enforcing policies to tighten transfer controls; the task force recommends adoption of a policy that all drivers personally and individually sign for all transfers by transfer number, and that such signed sheets be returned to PUC each day along with unused transfers (if within budgetary constraints). Additionally, the task force recommends re-keying all system lock boxes immediately to thwart use of old keys outstanding in the wrong hands.

e) Also in the interim, the Woods Owl service should be scrutinized as a suspect source of transfer loss; law enforcement efforts such as the street purchase program (with PUC tracing) should be continued, and any newly-discovered loss sources should be investigated in a Muni-SFPD cooperative manner.

f) An increase in SFPD Muni Transit Police Detail personnel (through new hiring, so as not to negatively impact police services in other areas) should be undertaken; this action would allow both increased undercover investigative efforts and increased uniformed presence as a deterrence. The task force recommends continued prosecution of provable transfer theft/sales, and urges the Supervisors to alert San Francisco criminal court judges to take these crimes seriously at time of sentencing.

g) Increased usage of fast passes and development of shorter or more flexible fast passes should be encouraged as alternatives to transfers; however, the task force does not recommend abandonment of the transfer system or modification of the fare structure at this time.

SF
S90.16
#3
10/2/90
c 2

CALENDAR-ACTIONS TAKEN

REGULAR
MEETING OF
CITY SERVICES COMMITTEE
Board of Supervisors
City and County of San Francisco

Tuesday, October 2, 1990, 10:00 a.m. Room 228, City Hall

Present: Supervisors Alioto, Nelder

Absent: Supervisor Hongisto

Clerk: Mary L. Red

1. File 118-90-5. [Video Display Terminals] Ordinance amending Health Code by adding Article 23 (Sections 1301 to 1312) requiring employers who employ video display terminal operators to comply with worker safety requirements. (Supervisors Walker, Alioto, Britt, Gonzalez, Hallinan, Kennedy, Nelder, Ward)

ACTION: Hearing held. Consideration continued to November 20.

2. File 264-88-1. [Permit Processing-Asbestos Work Notification] Ordinance amending Part 11, Chapter 1 (Building Code) by amending Sections 302(a) and 402 thereof, pertaining to sign posting and affidavits for asbestos related work in apartments and residential hotels. (Supervisor Hsieh)
(Continued from 3/20/90)

ACTION: Continued to call of the Chair.

3. File 193-90-14. [Recycling Center Permit] Ordinance approving a permit for continuation of operating a neighborhood recycling center outside of Kezar Stadium press parking area at the corner of Arguello Boulevard and Frederick Street, San Francisco, California. (Recreation and Park Department)

ACTION: Continued to call of the Chair.

4. File 172-90-19. [Evaluation and Intensive Treatment Facilities] Resolution designating 72-hour evaluation and 14-day intensive treatment facilities, pursuant to the Welfare and Institutions Code 5150 and 5250 ET. SEQ., and specifying the responsibilities of such facilities as specified by San Francisco Division of Mental Health, Substance Abuse and Forensic Services; the authorized facilities are Kaiser Permanente, Langley Porter Psychiatric Institute, San Francisco General Hospital, Seton Medical Center, St. Mary's Hospital and Medical Center, Pacific Presbyterian Medical Center, St. Francis Memorial Hospital, Mt. Zion Community Crisis Services, Mt. Zion Hospital and Medical Center, and St. Luke's Hospital. (Department of Public Health)

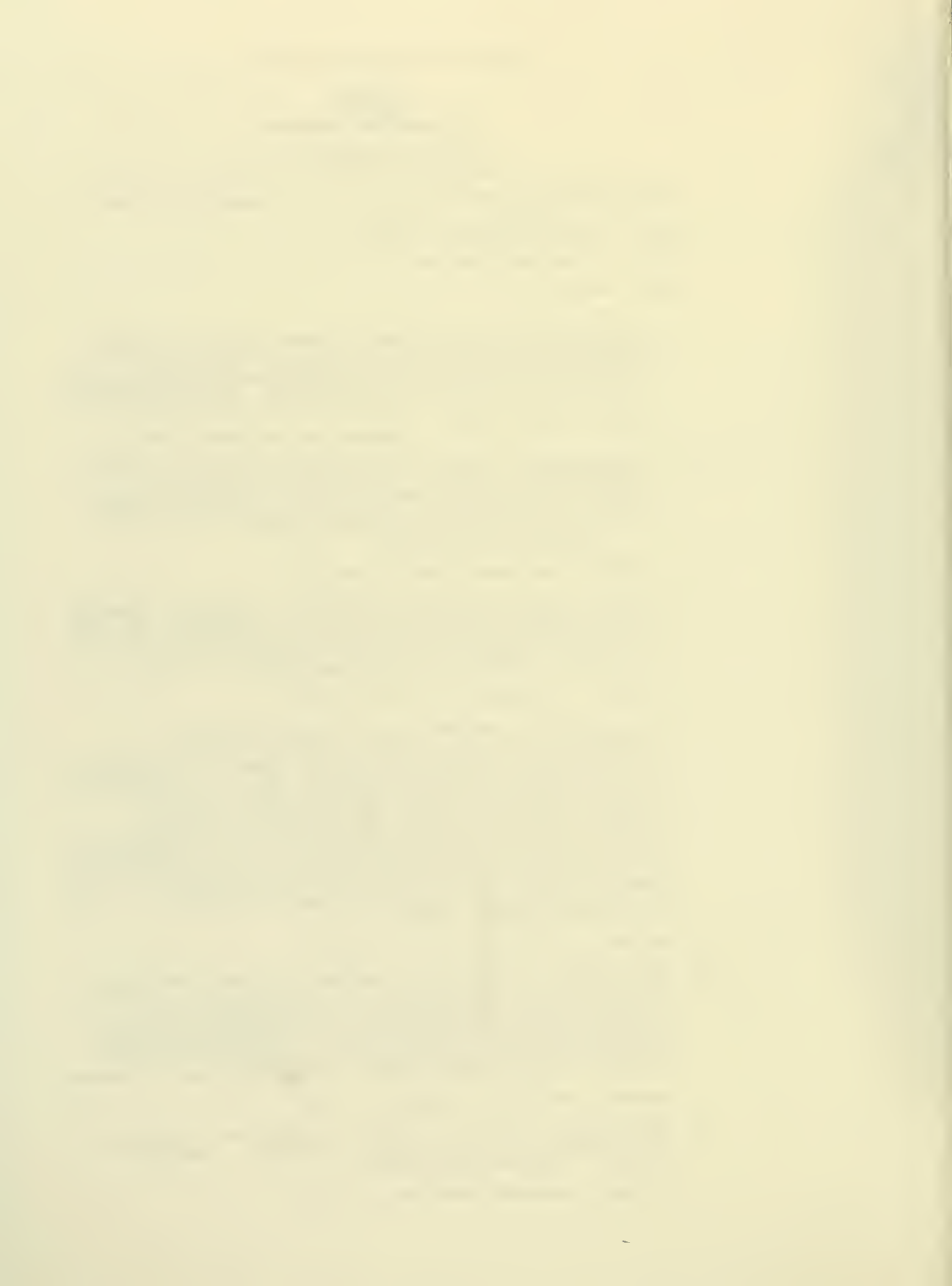
ACTION: Continued to call of the Chair.

5. File 30-90-15. [Supplemental Emergency Ambulance Coverage] Resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to accept the Supplemental Emergency Ambulance Coverage proposal providing two dedicated manned private emergency ambulances to be available for direct dispatch during peak demand hours. (Supervisors Nelder, Kennedy)

ACTION: Continued to October 16, 1990.

6. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto) (Continued from 9/18/90)

ACTION: Continued to October 16, 1990.



7. File 7-90-5. Hearing to consider reviewing Municipal Railway and Police Department response to citizen complaints regarding the illegal street corner sales of Muni bus transfers and fast passes, which has been estimated to cost the City taxpayers \$1 million per year in lost revenues. (Supervisor Gonzalez)
(Continued from 9/18/90)

ACTION: Continued to call of the Chair.

8. File 261-90-1. Hearing to consider requesting that the Attorney General publish and disseminate findings of report regarding legalizing the cultivation of marijuana for personal use, decriminalizing the use of other drugs on an individual basis and legalizing the possession of hypodermic needles. (Supervisor Hallinan)

ACTION: Continued to call of the Chair.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

DOCUMENTS DEPT.

OCT 15 1990

SAN FRANCISCO
PUBLIC LIBRARY

October 11, 1990

TO: City Services Committee
FROM: Budget Analyst - Recommendations
SUBJECT: October 16, 1990 City Services Committee Meeting

Item 1 - File 193-90-14

Note: This item was continued from the October 2, 1990 City Services Committee Meeting.

Department: Recreation and Park Department (RPD)

Item: Ordinance to approve a permit for continuing the operation of a neighborhood recycling center located outside of the Kezar Stadium press parking area at the corner of Arguello Boulevard and Frederick Street.

Description: The Haight Ashbury Neighborhood Council (HANC) has operated a recycling center on City property at the corner of Arguello Boulevard and Frederick Street for ten years. HANC's one-year permit for FY 1989-90 expired June 30, 1990. The proposed ordinance would renew the permit for FY 1990-91. The terms of the permit also contain two one-year option periods.

In consideration for the use of the City's property, as specified in the permit, HANC has offered a \$4,000 cash "gift" to the City. The \$4,000 gift represents an increase of \$1,000 over the \$3,000 gift paid by HANC for FY 1989-90. HANC pays the City not less than one quarter of the gift amount on a quarterly basis for the term of the permit. Should the term of the permit be extended, for the two one-year option periods after the permit expires on June 30, 1991, HANC has agreed to adjust the gift amount for inflation for the second and third years based on the Consumer Price Index.

The Recreation and Park Department and HANC have agreed that, to the extent possible, the gift funds will be used to subsidize programs for children and youth that are offered by the Recreation and Park Department in the following facilities: Grattan Playground, Panhandle Playground, Children's Playground and Sharon Building.

HANC is required by the RPD to deposit an additional \$1,500 with the Department to guarantee its performance under the proposed permit.

Comments:

1. RPD previously submitted a request to the Board of Supervisors for the continuation of the permit for HANC for FY 1989-90 (File 193-90-2). Mr. Ernie Prindle, of the Recreation and Park Department, stated, at that time, that the Department had not entered into a regular lease agreement because HANC had indicated their profits were not sufficient to pay regular rental payments. However, Mr. Prindle stated that RPD would monitor and audit HANC's records and books of accounts for FY 1989-90 in order to assess the possibility of using rental mechanisms for future years, such as rent as a percentage of gross revenues, in lieu of the requested permit agreement.
2. Mr. Prindle reports that HANC has not, as yet, been audited. However, Mr. Prindle advises that the RPD did monitor and review HANC's quarterly financial statement of revenues and costs. Based on this review, Mr. Prindle reports that he believes that HANC's current profits are not sufficient to pay regular rental payments. Additionally, Mr. Prindle advises that the City's expanding curbside recycling program along with the recent drop in prices for recycled aluminum and paper are issues which could potentially have an adverse effect on HANC's future profits.
3. Mr. Prindle reports that RPD has placed HANC on its schedule of projects to be audited by the Controller's Office in FY 1990-91. Mr. Prindle could not provide a specific start-up date for the audit.

4. Ms. Lucinda Scanlan of the Recreation and Park Department reports that it is RPD's position that HANC should continue under the current permit arrangement for the use of the City's property for the three-year term of the proposed permit, including the two one-year options. Ms. Scanlan advises that the current level and method of payment by which HANC compensates the City was negotiated, in part, because HANC's recycling activities are perceived by the Department as providing a public service. Ms. Scanlan adds that at the expiration of each one-year term of the permit, the RPD will evaluate whether or not there is a need for HANC to continue to operate on the City's property. As noted above, curbside recycling may impact on the level of recycling activities performed by HANC. Ms. Scanlon reports that RPD will be monitoring HANC's tonnage intake on a monthly basis to determine the scope of activity.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 2 - File 172-90-19

Note: This item was continued at the October 2, 1990 City Services Committee Meeting.

The proposed resolution would authorize an agreement between the Department of Public Health (DPH), Division of Mental Health, Substance Abuse and Forensic Services and various designated hospitals, pursuant to Sections 5150 and 5250 of the Welfare and Institutions Code. This agreement is for the purpose of identifying responsibilities of designated hospitals in serving individuals who require acute inpatient care and for authorizing the DPH to enter into agreements with those hospitals that are designated as 72-hour Evaluation and 14 - day Intensive Treatment Facilities.

To provide continuity of care for acute inpatient psychiatric patients, the City is required to designate approved 72-hour Evaluation and 14-day Intensive Treatment Hospitals on an annual basis. The proposed resolution would specify continuity of care agreements for fiscal year 1990-91 between the following hospitals and the DPH:

Kaiser Permanente
Pacific Presbyterian Medical Center
Mt. Zion Hospital and Medical Center
Mt. Zion Community Crisis Services
San Francisco General Hospital
St. Mary's Hospital and Medical Center,
St. Francis Memorial Hospital
Langley Porter Psychiatric Institute
St. Luke's Hospital
Seton Medical Center

The effective date of these agreements will be July 1, 1990 through June 30, 1991. In so designating these hospitals, the DPH would authorize staff within these hospitals to provide care which is reimbursable from the Federal and State governments to the hospitals. In addition, the DPH would maintain a committee to deal with hospital-related issues such as quality assurance, length of stay and coordination of services.

Comments

1. According to DPH, the designation of such hospitals by the proposed resolution allows Federal and State reimbursements for the care provided by the hospitals, under the Short Doyle Act. It does not obligate the City to pay for any services provided by the hospitals. Any costs to be paid by the City for services provided by these hospitals would be in accordance with separate agreements between the City and the individual hospitals.

BOARD OF SUPERVISORS
BUDGET ANALYST

2. Continuity of service would also be provided because, except for one additional hospital, the designated hospitals for fiscal year 1990-91 are the same hospitals designated as 72-hour Evaluation and 14-day Intensive Treatment facilities for fiscal year 1989-90. The designation for fiscal year 1990-91 includes Kaiser Permanente, which was not included last year.

3. According to Ms. Flo Stroud of DPH, the proposed reductions in San Francisco's mental health services as a result of the recent State budget cuts will not have any impact on the proposed resolution.

Recommendation

Approve the proposed resolution.

Item 3 - File 207-90-5

1. The proposed resolution would urge the Mayor to urge the Police Commission to consider using police reserve volunteers for routine police procedures and to propose new civilian categories for conducting non-emergency evidence collection and reporting in lieu of using civilian police officers for such duties. The proposed resolution would also provide that the Board of Supervisors solicit comments and suggestions from citizen and merchant groups, the Police Department, and the Police Officers Association on innovative ways to ensure public safety of the citizens and visitors of San Francisco.

2. According to records provided by Mr. Tom Strong of the Police Department, the number of violent crimes by specific category are as follows for the fiscal years noted:

	Fiscal Year <u>1989-90</u>	Fiscal Year <u>1988-89</u>
<u>Violent Crimes</u>		
Murder and Non-Negligent Manslaughter	86	89
Negligent-Manslaughter	0	0
Rape	399	416
Robbery	5,842	4,878
Aggravated Assault	4,691	4,411
Burglary	10,796	10,308
Other Assaults	7,510	7,667
Arson	<u>407</u>	<u>354</u>
Total Violent Crimes	29,731	28,123

3. According to records provided by Officer Jean McVeigh and Ms. Pat O'Connell of the Police Department, the number of sworn officers assigned to the Inspectors Bureau and to the Patrol Divisions are as follows for the years shown:

	FY 1990-91 through 10/10/90	FY 1989-90	FY 1988-89
<u>Inspectors Bureau</u>			
Automobile Detail	6	8	9
Burglary	13	14	17
Fencing	5	10	11
Fraud	9	11	13
General Work (Assaults, Domestic Violence)	24	25	26
Hit and Run (and fatal vehicle accidents)	9	11	11
Homicide	14	15	16
Robbery	13	14	17
Sex Crimes (Rape, sexual assault, missing persons)	8	10	10
<u>Inspectors Bureau</u>			
Juvenile	19	24	23
Narcotics	31	97	24
Vice (prostitution and gambling)	<u>11</u>	<u>18</u>	<u>22</u>
Total	162	257	199
<u>Patrol Divisions</u>			
1st Patrol Division	276	338	333
2d Patrol Division	262	306	380
3d Patrol Division	<u>267</u>	<u>324</u>	<u>241</u>
Total	805	968	954

4. Currently, there are a total of 47 police reserve volunteers. These volunteers normally work a minimum of 16 hours per month or 192 hours per year for a grand total of approximately 9,024 hours (47 times 192) per year. These police reserve volunteers receive no compensation or benefits. According to Lieutenant Lawrence Ryan of the Police Department, the cost of equipping a police reserve volunteer is approximately \$1,311 for uniforms and equipment, including weapons. That cost does not include the costs of recruitment, selection, background investigation, and training. Lieutenant Ryan states that the costs of those processes are currently being developed and are expected to be available by the end of October 1990.

5. Lieutenant Ryan also stated that San Francisco's police reserve volunteers are "level 2" reserves. Level 2 reserve Police Officers have police powers while on duty only and must be under the direct, one-on-one, supervision of a regular Police Officer in order to perform patrol duties. Currently, the use of reserve officers for patrol duties is limited to two of the City's Koban stations. Non-patrol duties routinely performed by police reserve volunteers at the below-listed events are as follows:

Duties

Crowd Management and
Traffic Control

Events

Street Fairs
Parades
Special Public Events
Sports Events

6. According to Lieutenant Tony Rivera, the City has the same liability for police reserve volunteers when they are on City duty as it has for regular Police Officers. Lt. Rivera also states that because of the liability factor and the cost of training, the Department does not favor an expansion of the Police Reserve Volunteer Program.

7. Lieutenant Willie Frazier, Secretary of the Police Commission, reports that the Police Commission is currently reviewing the role of the police reserve volunteers and that a report on that issue is scheduled to be presented at a Commission meeting during November 1990.

8. Mr. Strong has provided the Budget Analyst with civil service job classifications for the three civilian classifications that perform law enforcement tasks that do not require the status of a peace officer. The code, class title, and characteristics of the class statement for each class are as follows:

Code Class Title

Description

8213 Police Services Aide

Under general supervision, performs one or more of a wide variety of law enforcement tasks which do not require the status of a peace officer; controls vehicular and pedestrian traffic; enforces parking regulations; prepares incident reports under specific and limited circumstances; assists police officers in the custody and transporting of prisoners; enforces security regulations governing access to and use of public facilities; maintains two-way radio communications with mobile police field units; and performs related duties as required.

BOARD OF SUPERVISORS
BUDGET ANALYST

8250 Fingerprint Technician Under general supervision, performs fingerprint classification, coding, identification and filing of greater than average difficulty; takes fingerprint impressions and completes identification record cards; searches fingerprint and related files in making the more difficult identifications; operates computer terminal equipment for the storage and retrieval of criminal information; communicates with other law enforcement agencies in matters relating to criminal information; and performs related duties as required.

8260 Criminalist Under direction, examines and evaluates physical evidence in connection with criminal investigations; prepares reports of findings; gives expert testimony in court; and performs related duties as required.

9. The Police Department reports that normally there are approximately 100 sworn Police Officers on light duty who perform non-patrol administrative functions. Additionally, there are sworn Police Officers regularly assigned to administrative or other functions that possibly could be performed by non-sworn personnel.

10. As of the writing of this report, the Police Department is unable to provide the Budget Analyst with the total number of Police Officers who are regularly assigned to administrative or other non-sworn Police Officer duties. Therefore, the Budget Analyst is unable to estimate the costs or savings of the proposed resolution.

Recommendation

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 5 - File 30-90-15

Note: This item was continued from the October 2, 1990, City Services Committee Meeting

1. This item is a resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement providing two dedicated, staffed private emergency ambulances to be available for direct dispatch during weekday hours and during some portion of weekend hours. The precise portion of weekend hours would be determined on the basis of future negotiations. The San Francisco Ambulance Association (SFAA), comprised of King-American Ambulance Company, Federal Ambulance Company and San Francisco Ambulance Service, submitted the unsolicited proposal to Dr. James Pointer, Director of the Emergency Medical Services (EMS), a Division of the Department of Public Health, on January 9, 1990.

2. The DPH and SFAA currently have an agreement entitled the Integrated Response Plan (IRP), under which member firms of SFAA provide backup emergency ambulance response. Under the terms of this agreement, SFAA provides back-up response to Code 2 and Code 3 emergency calls, upon request from DPH's Central Medical (C-Med) Communications Center. The DPH reimburses SFAA member firms, based on a fixed rate per call of \$26.41. In addition to this reimbursement by the DPH, the SFAA receives revenues from direct billings to medical insurance carriers, MediCal and private pay patients for each ambulance "run". In 1989-90, the EMS budgeted \$200,000 for such payments under the Integrated Response Plan. However, actual expenditures amounted to \$105,000. In 1990-91, \$90,000 has been budgeted for this purpose on the basis that additional emergency response ambulances and paramedic staffing had been added to the SFGH's Paramedic Division and that the need for private ambulances for "backup" purposes would be reduced.

3. The SFAA proposal, which is the subject of this report, would specifically provide two dedicated, staffed private emergency ambulances that would be available for direct dispatches during weekday and weekend hours by the Department of Public Health's C-Med Communications Center. These two ambulances would be provided at no direct cost to the City. The member firms of SFAA would provide the dedicated ambulances on a rotational basis. The dedicated ambulances would be available for direct dispatch by C-Med from 10:00 a.m. to 6:00 p.m. Monday through Friday and on weekends for shift times that are mutually agreeable between SFAA and DPH. In accordance with the proposal, shift times would be adjusted to meet demand. SFAA would continue to provide back-up emergency ambulance response under the terms of the current IRP agreement.

Memo to City Services Committee
October 16, 1990 City Services Committee Meeting

4. Under this proposed agreement, SFAA would be paid by the third-party insurers, MediCal or by the individual ambulance patients themselves to whom service has been provided. The private ambulances would become a part of the "primary responders" for 911 emergency ambulance calls dispatched by C-Med, in effect reducing the number of calls handled and the amount of total revenue received, by the City's Paramedic Division.

5. The Budget Analyst has reviewed this proposal with the DPH Emergency Medical Services Division and the SFGH Paramedics Division. According to Mr. Jerome Rankin, Senior Assistant Administrator of SFGH and Dr. Charles Sanders, Director of the Paramedic Division, the Paramedic Division responds to all 911 emergency requests for ambulance and paramedics. No "interfacility" transport requests are handled, but are instead referred to private ambulance companies.

C-Med currently receives approximately 60,000 medical emergency calls from 911 annually according to Mr. Rankin. Approximately 57,000 such calls are taken by the the SFGH Paramedics Division with the balance of 3,000 calls (5%) handled by private companies under the Integrated Response Plan agreement.

The City's Paramedics Division currently collects an average of \$123 in revenue from outside sources per emergency medical response, and total annual revenues of approximately \$7.0 million.

6. According to Mr. Rankin, the revenue lost to the City by the addition of the two private ambulances during the hours specified would approximate \$402,000 on an annual basis. Alternatively, Mr. Rankin estimates that the incremental cost of adding two DPH ambulance shifts would be an additional \$367,000 in General Fund cost annually. Hence, the service benefit would be offset by the cost to the City as a result of lost revenue. The same benefit could be achieved according to Mr. Rankin at a reduced cost if the SFGH Paramedics Division were to add two additional paramedic teams.

Comments

1. The above financial information represents estimates provided to the Budget Analyst. A letter, dated September 28, 1990, from the Department of Public Health which presents this analysis in greater detail, has been provided to the City Services Committee.

2. The Board of Supervisors Legislative Policy Analysts have prepared and submitted a separate report, dated October 1, 1990, on this subject matter to the City Services Committee.

Recommendation

The proposed resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 6 - File 30-90-2

Note: This item was continued by the City Services Committee at its meeting of October 2, 1990.

1. This item is a hearing to consider decreasing the response time of San Francisco's Emergency Medical Services.

2. According to Dr. Chuck Saunders of the Department of Public Health's (DPH's) Paramedics Division, the current average emergency response time is 8.6 minutes, which represents a decrease of approximately 20 percent, from 10.7 minutes to 8.6 minutes, over the last 19 months. Dr. Saunders states that the response time, as measured by the San Francisco Emergency Medical Services, is measured from the time the phone call for assistance is received to the time that the ambulance arrives at the location, and includes the central dispatch process and ambulance travel time. Dr. Saunders reports that the average ambulance travel time, which is the response time reported by most cities, is currently 5.6 minutes.

3. Dr. Saunders reports that the DPH has implemented or is in the process of implementing a number of programs and policies to reduce response times, with no additional funding or ambulances than is currently included in their budget. The programs, which are expected to be fully implemented by the middle of FY 1991-92, are expected to further reduce response times by a total of two minutes. These programs and policies are as follows:

- a) Additional Ambulances - DPH added three ambulances during FY 1989-90 to its existing fleet of ten, which brought the total number of ambulances to 13 operating during the day. The DPH is in the process of hiring paramedics to staff the ambulances, and the DPH anticipates that the ambulances will be fully staffed by October, 1990. Dr. Saunders reports that the ambulance fleet is currently 99 percent staffed and operational.
- b) Paramedics Staffing Patterns - According to Dr. Saunders, changing the staffing patterns from 8-hour shifts to 10-hour and 12-hour shifts has reduced the number of transition periods between shifts, and therefore has increased the efficiency of the paramedics.
- c) Computerized Dispatch - In December, 1988, DPH introduced computerized dispatching, which helps the dispatchers match the ambulances with the calls for assistance according to location. Dr. Saunders indicates that an Automatic Vehicle Location (AVL) System, a second component of computerized dispatch which was approved in the FY 1990-91 budget will complement this program. Dr. Saunders reports that the DPH is currently issuing a request for proposals for the AVL System and that DPH expects to acquire the System by Spring of 1991.

BOARD OF SUPERVISORS
BUDGET ANALYST

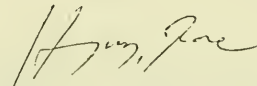
- d) Improved Computer Software - Dr. Saunders indicates that improvements to the computer software are being made to reduce the amount of time that dispatchers require to record the pertinent information from the caller, to the time an ambulance can be dispatched.
- e) Fire Department Procedures - Concurrently with the paramedics, the San Francisco Fire Department is also dispatched to emergency calls to begin basic life support services before the paramedics arrive. The Paramedics Division is working with the Fire Department to improve procedures to reduce the Fire Department's response time by dispatching them earlier. The Fire Department's time is approximately 3 to 4 minutes following dispatch.
- f) New Deployment Scheme - Beginning September 15, 1990, the DPH will use a new scheme to deploy ambulances throughout the City to station them in locations to minimize response times. The optimal deployment sites have been identified based on computer-generated geographic and statistical analyses of those areas which, in the past, have shown a higher need for ambulance services.
- g) Relocation of Headquarters - The DPH is proposing to relocate the Emergency Medical Services Headquarters from its current Golden Gate Park location to the Mission District, which is more centrally located to the areas most in need of ambulances. Dr. Saunders states that relocating the headquarters would reduce the down time for ambulances when restocking the vehicles. The DPH will be requesting the Board of Supervisor's approval of a new lease in the Mission District at a future meeting. Dr. Saunders reports that the funding for the proposed new lease is included in the DPH's FY 1990-91 budget.

4. According to Dr. Saunders, the determination of cost estimates to further reduce emergency response times is complex, and would require detailed studies of the different programs and policies and funding mechanisms available to the City. Dr. Saunders reports that the DPH is in the process of preparing one such study under a State grant, which Dr. Saunders anticipates will be completed in the Spring of 1991. Dr. Saunders states that the study originally was to have been completed during the Fall of 1990, but that due to funding delays, the State has approved a grant extension.

5. Ms. Abbie Yant, of the DPH Central Office Emergency Medical Services (EMS) Division (EMS is the regulatory and oversight agency for the provision of emergency medical services) reports that efforts to improve emergency medical services and response times are being pursued in the following three main areas:

Memo to City Services Committee
October 16, 1990 City Services Committee Meeting

- a) EMS issued a position paper in July, 1990, detailing emergency medical services issues. The various agencies involved in providing the services are currently reviewing the position paper and commenting on it. EMS will reissue the position paper when compilation of the comments is completed. The introduction page to the position paper is attached.
- b) A study is currently being conducted to determine the most efficient configuration of an emergency medical services system for San Francisco (this is the same study that Dr. Saunders refers to, in Point 4, above). This study will examine alternative ambulance deployment strategies to determine the optimal deployment strategy for the City. The study will analyze several perspectives including operations, geography, financing resources, administration, community needs and quality control.
- c) EMS is continuing to monitor response time as well as other system performance measures.



Harvey M. Rose

cc; Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

CITY AND COUNTY OF SAN FRANCISCO
EMERGENCY MEDICAL SERVICES (EMS) AGENCY

EMS SYSTEM POSITION PAPER 1990

INTRODUCTION

There are various issues which face the EMS community as we enter the 1990's. Our intent with this Position Paper is to present an objective and concise description of these important concerns. The San Francisco Emergency Medical Services Agency ("EMS Agency") will take a proactive approach to the discussion of each of these issues. It is important not only to present the issues and the EMS Agency's position, but also to address the potential costs and legal considerations which accompany them. We are confident that this Position Paper will assist the community in working together to develop an exemplary prehospital care system.

We refer to the "EMS Community" throughout this paper. The EMS Community consists of citizens, prehospital and hospital providers, professional associations, City Agencies, Divisions, Departments, and designated committees. In essence, the EMS Community includes all persons with an interest in Emergency Medical Services.

We have outlined below eight major EMS system issues:

1. Ambulance Availability and Response Times
2. System Configuration
3. Dispatch
4. Quality Assurance and Data Collection
5. Disaster Planning
6. Research and Public Information
7. Pediatric Standards
8. Trauma Designation

Each issue is briefly summarized and potential cost and legal considerations are presented. The EMS Agency's position will be presented. The final section sets forth a tentative timeline for addressing the various issues facing the EMS Community.

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, October 16, 1990, 10:00 a.m.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Absent: Supervisor Hongisto on Items 4, 5, 6, and 7

Clerk: Mary L. Red

1. File 193-90-14. [Recycling Center Permit] Ordinance approving a permit for continuation of operating a neighborhood recycling center outside of Kezar Stadium press parking area at the corner of Arguello Boulevard and Frederick Street, San Francisco, California. (Recreation and Park Department)
(Continued from 10/2/90)

ACTION: Hearing held. Recommended.

2. File 172-90-19. [Evaluation and Intensive Treatment Facilities] Resolution designating 72-hour evaluation and 14-day intensive treatment facilities, pursuant to the Welfare and Institutions Code 5150 and 5250 ET. SEQ., and specifying the responsibilities of such facilities as specified by San Francisco Division of Mental Health, Substance Abuse and Forensic Services; the authorized facilities are Kaiser Permanente, Langley Porter Psychiatric Institute, San Francisco General Hospital, Seton Medical Center, St. Mary's Hospital and Medical Center, Pacific Presbyterian Medical Center, St. Francis Memorial Hospital, Mt. Zion Community Crisis Services, Mt. Zion Hospital and Medical Center, and St. Luke's Hospital.
(Department of Public Health) (Continued from 10/2/90)

ACTION: Hearing held. Recommended.

3. File 207-90-5. [Patrol Officers] Resolution urging the Mayor to urge the Police Commission to consider using police reserve volunteers for routine police procedures; creating new civilian categories for conducting non-emergency evidence collecting and reporting; soliciting comments and suggestions from citizen and merchant groups to further public safety in innovative ways.
(Supervisor Maher)

ACTION: Hearing held. Amendment of the Whole (as presented in Committee by Supervisor Maher) adopted. New title: "Urging the Mayor to urge the Police Commission to identify jobs currently held by uniformed officers that could be filled by civilians; to create new civilian categories for conducting non-emergency evidence collecting and reporting; soliciting comments and suggestions from citizen and merchant groups to further public safety in innovative ways."
Supervisors Alioto and Hongisto added as co-sponsors. Recommended; Supervisor Nelder dissenting.

4. File 169-90-2. [Street Artist] Resolution designating temporary downtown area selling spaces for street artists certified by the Arts Commission, City and County of San Francisco, for the Christmas Season 1990, beginning on November 15, 1990 and ending on January 15, 1991. (Art Commission)

ACTION: Hearing held. Recommended.

5. File 30-90-15. [Supplemental Emergency Ambulance Coverage] Resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to accept the Supplemental Emergency Ambulance Coverage proposal providing two dedicated manned private emergency ambulances to be available for direct dispatch during peak demand hours. (Supervisors Nelder, Kennedy) (Continued from 10/2/90)

ACTION: Continued to December 4, 1990.

DOCUMENTS DEPT.

OCT 18 1990

SAN FRANCISCO
PUBLIC LIBRARY

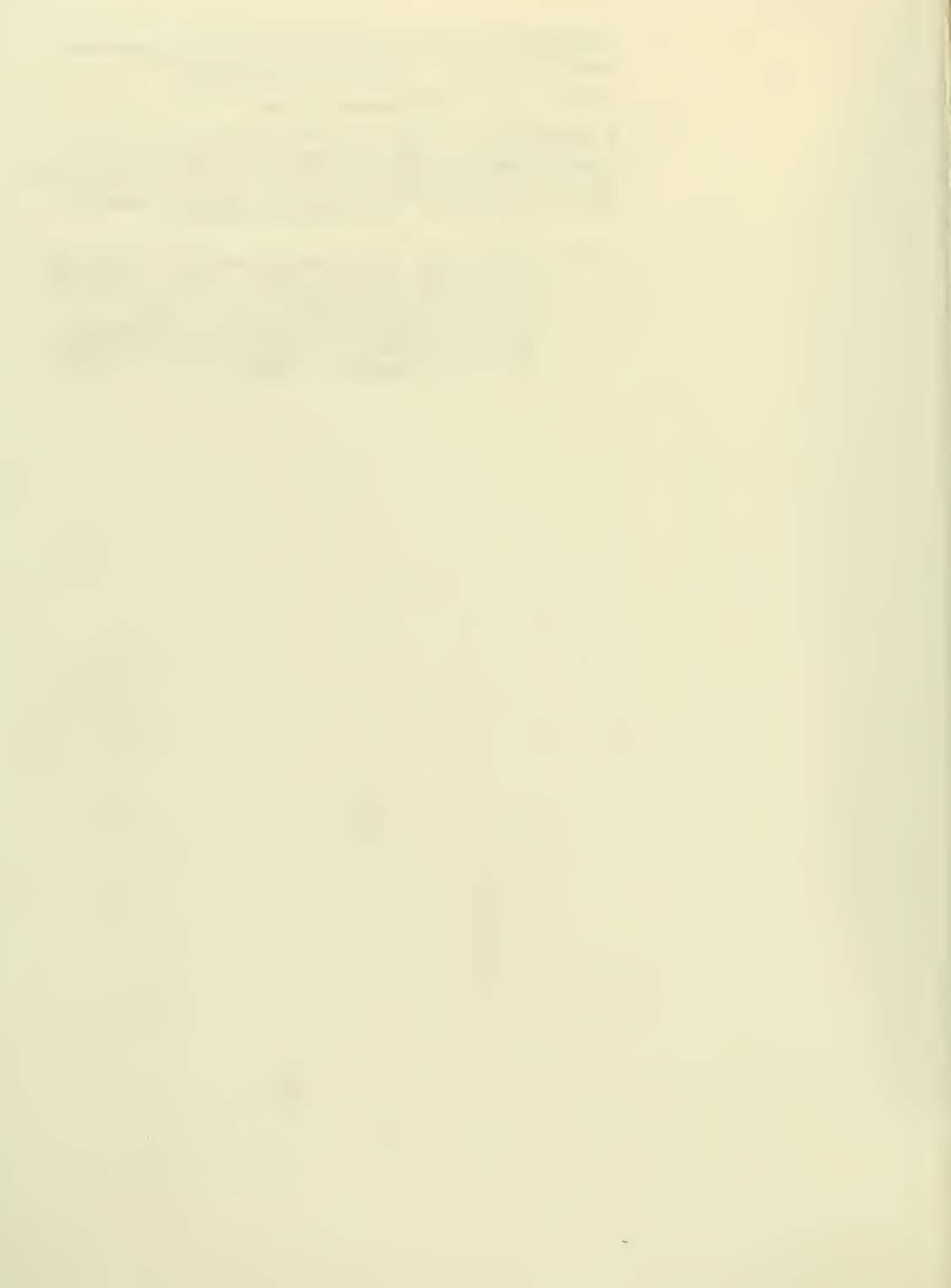
SF
S9C.16
#3
10/16/90
2

6. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto) (Continued from 10/2/90)

ACTION: Continued to December 4, 1990.

7. File 261-90-1. Hearing to consider requesting that the Attorney General publish and disseminate findings of report regarding legalizing the cultivation of marijuana for personal use, decriminalizing the use of other drugs on an individual basis and legalizing the possession of hypodermic needles. (Supervisor Hallinan) (Continued from 10/2/90)

ACTION: Hearing held. Resolution (as presented in Committee by Supervisor Hallinan) adopted. Title: [Attorney General's Research Advisory Panel] "Urging the California Attorney General to publish and disseminate the commentary section of the Twentieth Annual Report (1989) of the Research Advisory Panel created by the State Legislature to study drug abuse and possible remedies". Recommended.



6F
90.16
2
/30/90
CITY AND COUNTY



Public Library, Documents Dept.
OF SAN FRANCISCO

ATTN: Gerry Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

DOCUMENTS DEPT.

OCT 31 1990

PUBLIC LIBRARY

October 29, 1990

TO: City Services Committee

FROM: Budget Analyst - recommendation

SUBJECT: October 30, 1990 Special City Services Committee Meeting

Item 1 - File 207-90-9

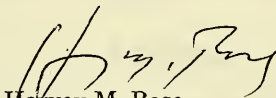
This item is a hearing to consider the efficacy or lack of efficacy of the City's 911 Emergency Dispatch System and whether the Controller or Budget Analyst should conduct a management review and audit.

Mr. George Linn, the Chief Auditor of the Controller's Office reports that the Controller's Office has not conducted a management audit or review of the City's 911 Emergency Services System during at least the last three years. According to Mr. Linn, a management audit or review of the City's 911 Emergency Services System is also not in the Controller's current fiscal year business plan.

In August, 1987 the Budget Analyst issued a management audit of the City's 911 Emergency Services System under the San Francisco Police Department's Communications Control Center. The Budget Analyst's report focused on the training received by civilian Police Communications Dispatchers and the training and evaluation of supervisors assigned to monitor the work of the dispatchers. A summary of this management audit and the recommendations contained in this report are included in the Attachment.

Captain Walter Cullop of the Police Department's Technical Services Division under which the Communications Control Center is located, who was not in this position in 1987 reports that he was not aware of the 1987 Budget Analyst's report. After being provided with a copy of the Budget Analyst's summary documents, Captain Cullop reports that several of the recommendations would depend on the Civil Service Commission's determination and, as of the writing of this report, the Police Department is not aware of Civil Service's status on these issues. Regarding the other Budget Analyst's recommendations, Captain Cullop reports that the Department does not fully understand one of the recommendations, has implemented four of the recommendations and has not implemented five of the recommendations. The Attachment identifies which recommendations the Police Department attributes to the Civil Service Commission's jurisdiction (CSC), those recommendations the Department has implemented (Yes), those recommendations the Department has not implemented (No) and the recommendation that the Department does not understand (Don't Understand).

Captain Cullop reports that representatives from the Police Department will attend the Special City Services Committee Meeting on October 30, 1990 to respond to the Committee's questions on the City's 911 Emergency Dispatch System.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1182 MARKET STREET, ROOM 422

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 558-2641

August 27, 1987

Honorable Jim Gonzalez
Honorable Willie B. Kennedy
Members, Board of Supervisors
Room 235, City Hall
San Francisco, California 94102

Dear Supervisors Gonzalez and Kennedy:

Pursuant to your request, transmitted herewith is the Budget Analyst's management audit report of the City's 911 Emergency Services System under the San Francisco Police Department's (SFPD) Communications Control Center. This management audit was conducted in accordance with Charter Section 2.401 which authorizes the Board of Supervisors to make inquiries concerning departmental operations. Special attention was given to the training received by civilian Police Communications Dispatchers and the training and evaluation of supervisors assigned to monitor the work of the dispatchers.

A summary of our management audit is as follows:

- Civilian Police Communications Dispatchers, who are the key persons in an effective 911 Emergency Services System, work in a highly stressful environment. The ability of dispatchers to obtain relevant information from members of the public, whose emotional states may range from mild excitement to outright panic, and their ability to make sound dispatch decisions that often involve life threatening situations, represents the first step in the provision of those services that protect the lives and property of persons within the City and County of San Francisco.
- The San Francisco 911 Emergency Services System is operated pursuant to the provisions of the California Government Code, Title V - Local Agencies, Division 2 - Cities, Counties and other Agencies, Article 6 - Local Emergency Telephone System, which establishes the number "911" as the primary emergency telephone number for use in the State of California.

Honorable Supervisor Gonzalez
Honorable Supervisor Kennedy
Members, Board of Supervisors
August 27, 1987
Page 2

- The Police Department's Communications Control Center employs a Computer Aided Dispatch (CAD) System in carrying out its dispatch functions. San Francisco's CAD system provides a comprehensive range of functions. Each call for service is entered (typed) into a computer terminal, and the CAD system verifies the location of the call, identifies the reporting area, beat and dispatch zone, checks for possible duplication and produces a printed log of the call. The system immediately forwards the call to the correct dispatcher according to location and priority.
- The Police Department Communications Control Center has a 1987-88 budget of \$7,111,690 and 142 authorized full-time staff positions including 101 Police Communications Dispatchers.
- The Police Department's Communications Control Center is designated as the Public Services Answering Point for 911 calls in the City and County of San Francisco. Operators are responsible for the orderly transfer of emergency service requests to the Department of Health, the San Francisco Fire Department and other agencies. The Police Department's 911 operators are also responsible for the processing of all police emergency services. The 911 Emergency Services System requires two answering position groups, the emergency primary positions (911) and the secondary positions (553-0123).
- During the thirteen month period from June 1986 through July 1987, the number of Police Communications Dispatchers available to work in the radio room decreased by one from 92 to 91. However, there were two months during this period when the number of available dispatchers fell to 81, twenty below the approved position ceiling of 101 positions.
- Many of the Budget Analyst's recommendations are directed toward fully staffing the dispatcher positions, because full staffing is one controllable means of reducing stress by reducing the average number of hours worked per dispatcher (decreased overtime); this may have some spillover effect on reducing turnover.
- While actual dispatch performance was not a primary focus of this management audit, (primary emphasis was on training), the Communications Control Center's performance statistics for the first 6 months of 1987 disclosed that the dispatch time for the highest priority calls (Priority A) was under one minute, which is within the dispatch response time objective established by the Department.
- The examination process for the Police Communications Dispatcher position does not reflect the stressful nature of the job, and as a result, the rate of successful completion of the training program and probationary period is very low. Also, a revision of the examination process to include simultaneous testing of the various job-related skills should improve the quality of dispatch trainees.

Honorable Supervisor Gonzalez
Honorable Supervisor Kennedy
Members, Board of Supervisors
August 27, 1987
Page 3

- The training provided to the Police Communications Dispatcher trainees is thorough and provides the trainees with both the classroom and on-the-job training necessary to become a competent dispatcher. However, the training provided to those personnel who train, supervise and evaluate the trainees is not adequate to assure the development of a high degree of competence for trainers and supervisors.
- Bilinguals have been less successful at completing dispatch training than other trainees, even though test standards for bilinguals are lower. One hundred percent of the trainees who have not successfully completed the last four dispatch training programs have been bilingual. It is possible that there could be a bias in the testing and training of bilinguals recruited for Police Communications Dispatcher positions.
- Since March of 1986, there have been ten trainees who did not successfully complete the Department's Training Program. All ten of these trainees were bilingual trainees.
- Understaffing of the dispatch function increases the level of stress for those dispatchers who are required to work a significant amount of overtime. Replacement of the 15 uniformed police officers, who are detailed to dispatch for 60 day periods throughout the year with civilian Police Communications Dispatchers, would improve the overall quality of the dispatch operation and would enable these uniformed personnel to return to other police duties.
- As noted above, due to the shortage of Police Communications Dispatchers, approximately 15 uniformed police officers are detailed for 60 day tours of duty as dispatchers in the Communications Control Center throughout the year. These officers do not perform the full range of dispatch duties performed by Police Communications Dispatchers. Those Operations Supervisors interviewed and the Training Supervisors stated that the overall quality of the dispatch operation would be improved were these 15 uniformed officers to be replaced by civilian dispatchers. Additional benefits of fully staffing the dispatcher positions with civilian dispatchers would be improved employee morale, reduced overtime usage, reduced stress and stress related absenteeism and a lower rate of employee turnover.

Our report contains the following recommendations:

- CSC - Normal background noise of the radio room should be added to the telephone calls received by applicants during the Police Communications Dispatcher performance test.
- CSC - The Police Communications Dispatcher performance test should be revised to have applicants identify not only City street names, but also their location on a City map.
- CSC - The Police Communications Dispatcher performance test should be revised to have the applicants type the radio codes dictated from a pre-recorded tape rather than write them down; this covers an additional skill that is required on the job (listening and typing simultaneously).

Honorable Supervisor Gonzalez
Honorable Supervisor Kennedy
Members, Board of Supervisors
August 27, 1987
Page 4

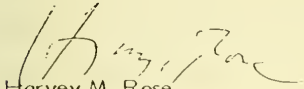
- CSC - To more accurately reflect the skills required on the job, applicants for the position of Police Communications Dispatcher should be required to type the relevant information obtained from the pre-recorded tape during the performance test.
- CSC - Applicants for the position of Police Communications Dispatcher should be required to type the pre-recorded transmission of information verbatim from field units rather than write the information down since typing more accurately reflects the skills required on the job.
- Yes - The two Training Supervisors, Senior Police Communications Dispatchers, should be enrolled in a program to improve their supervisory skills and to obtain the skills and knowledge necessary for developing, implementing and evaluating training programs.
- No - The Civil Service Commission should be requested by the Police Department to develop the specifications for a new intermediate level dispatch position with a salary set between the Police Communications Dispatcher and the Senior Police Communications Dispatcher.
- No - An appropriate number of successful candidates from the new intermediate communications dispatcher position examination should be selected as a permanent corps of Dispatch Training Officers.
- Yes - The Operations Supervisors who oversee the Communications Control Center should be given additional training in the areas of supervision and performance evaluation.
- Yes - Performance evaluations of the Operations Supervisors, which have just been implemented this year by the Department, should be conducted at least once a year.
- No - A training consultant should be hired to assist the training staff in their development of presentation methods and performance evaluation procedures with particular emphasis placed on the training of bilingual recruits.
- No - At least one ethnic minority should be a part of the permanent training staff of the Dispatch Training Program.
- Don't Understand - The management of the Communications Control Center should establish the objective of fully staffing the dispatch function during the 18 months following the development of a new classroom training and on-the-job training program.
- Yes - All uniformed police officers detailed throughout the year for 60 days of dispatch duties should be replaced by civilian Police Communications Dispatchers.
- No - Those dispatch staff who voluntarily terminate employment should be debriefed in an effort to determine what action can be taken by management to reduce the rate of dispatcher turnover.

Honorable Supervisor Gonzalez
Honorable Supervisor Kennedy
Members, Board of Supervisors
August 27, 1987
Page 5

Throughout the course of this management audit, we received the full cooperation and assistance of the Officer in Charge and the staff of the Communications Control Center.

The Officer in Charge of the Communications Control Center has had an opportunity to review and comment on this report. His response is attached to our report on page 28.

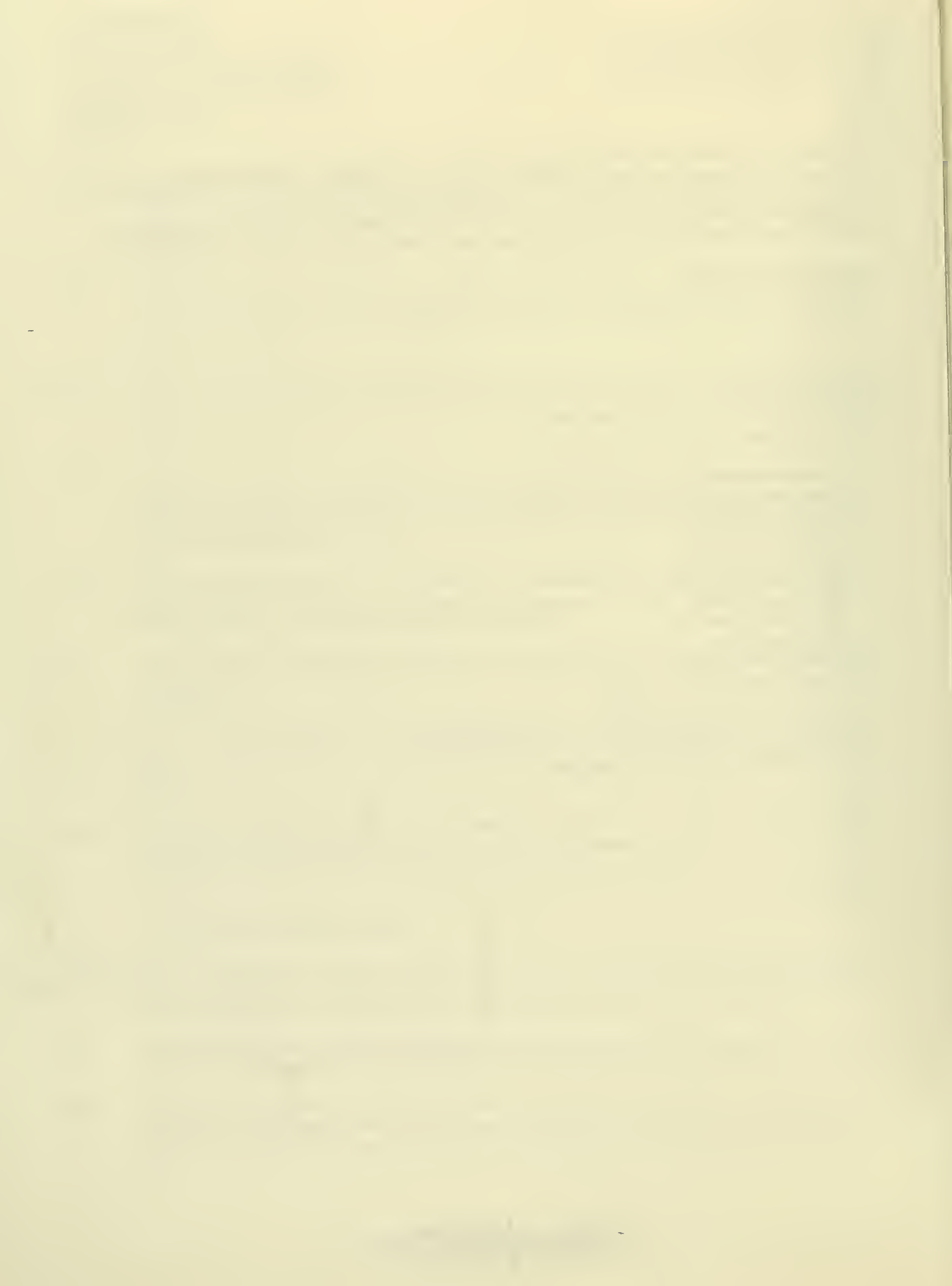
Respectfully submitted,



Harvey M. Rose
Budget Analyst

Project Manager: Washington Johnson

cc: President Walker
Supervisor Britt
Supervisor Hongisto
Supervisor Hsieh
Supervisor Maher
Supervisor Molinari
Supervisor Nelder
Supervisor Silver
Supervisor Ward
Clerk of the Board
Mayor Feinstein
Frank Jordan, Chief of Police
Victor Macia, Deputy Chief of Technical Services
John Farrell, Controller
Mark Kertz, Deputy City Attorney



5F
90.16
3
p/30/90
ecial
2

CALENDAR - (ACTS 1990-1)
SPECIAL MEETING OF
CITY SERVICES COMMITTEE

DOCUMENTS DEPT.

NOV 1 1990

PUBLIC LIBRARY

Board of Supervisors
City and County of San Francisco

Tuesday, October 30, 1990 - 10:00 a.m.

Room 228, City Hall

Present: Supervisors Alioto, Hongisto, Nelder

Clerk: Mary L. Red

1. File 207-90-9. Hearing to consider the efficacy or lack of efficacy of the City's 911 Emergency Dispatch System and whether the Controller or Budget Analyst should conduct a management review and audit. (Supervisor Gonzalez)

ACTION: Hearing held; item pending in Committee.



0.16
/90

EF

BOARD of SUPERVISORS



City Hall
San Francisco 94102
554-5184

CALENDAR

October 22, 1990

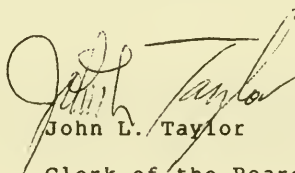
DOCUMENTS DEPT.

OCT 25 1990

SAN FRANCISCO
PUBLIC LIBRARY

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the City Services Committee for Tuesday, November 6, 1990, at 10:00 a.m., has been cancelled.

The next meeting of the City Services Committee will be held on Tuesday, November 20, 1990, at 10:00 a.m., in Room 228, City Hall.


John L. Taylor
Clerk of the Board

Posted October 24, 1990

CITY SERVICES COMMITTEE
Board of Supervisors
Room 235, City Hall
San Francisco, California 94102

IMPORTANT NOTICE

D 0246

GOVT DOCUMENTS
PUBLIC LIBRARY
CIVIC CENTER

SF
#1
11/20/90

C A L E N D A R
CITY SERVICES COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

Tuesday, November 20, 1990 - 10:00 a.m. Room 228, City Hall

Members: Supervisors Alioto, Hongisto, Nelder

Clerk: Mary L. Red

1. File 118-90-5. [Video Display Terminals] Ordinance amending Health Code by adding Article 23 (Sections 1301 to 1312) requiring employers who employ video display terminal operators to comply with worker safety requirements. (Supervisors Walker, Alioto, Britt, Gonzalez, Hall, Hongisto, Kennedy, Nelder, Ward)
(Continued from 10/2/90)

DOCUMENTO DEPT.

NOV 16 1990

ACTION:

RECEIVED
PUBLIC LIBRARY

2. File 264-88-1. [Permit Processing Asbestos Work Notification] Ordinance amending Part 11, Chapter 1 (Building Code) by amending Sections 302(a) and 402 thereof, pertaining to sign posting and affidavits for asbestos related work in apartments and residential hotels. (Supervisor Hsieh)
(Continued from 10/2/90)

ACTION:

3. File 34-90-2. [Width of Sidewalk] Ordinance amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalk" by adding thereto Sections 1501 and 1502 changing the official width of sidewalk on the south side of Harrison Street between Beale and Main Streets and on the east side of Beale Street between Harrison and Bryant Streets, and making findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION:

4. File 34-90-3. [Width of Sidewalk] Ordinance amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalk" by adding thereto Section 1503 changing the official width of sidewalk on the westerly side of New Montgomery Street between Market and Jessie Streets, and making findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION:

5. File 10-90-6. [Permit] Resolution granting revocable permission to Taldan Investment Company to temporarily occupy a portion of Sacramento Street during construction operations at 1130 Sacramento Street (Assessor's Block 222, Lot 10). (Department of Public Works)

ACTION:

D 0246

GOVT DOCUMENTS
PUBLIC LIBRARY
CIVIC CENTER

16
90
CITY AND COUNTY



OF SAN FRANCISCO

Public Library, Documents Dept.

ATTN: Gerry Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

November 15, 1990

DOCUMENTS DEPT.

NOV 19 1990

PUBLIC LIBRARY

TO: City Services Committee
FROM: Budget Analyst - *recommendation*
SUBJECT: November 20, 1990 City Services Committee Meeting

Item 1 - File 118-90-5

Note: This item was continued from the City Services Committee meeting of October 2, 1990.

Item: Ordinance amending Part II, Chapter 5 of the San Francisco Municipal Code by Adding Article 23, including Sections 1301 to 1312 thereto, requiring employers who employ Video Display Terminal operators to comply with worker safety requirements.

Description: The proposed ordinance would impose Video Display Terminal (VDT) worker safety regulations on the City and County, as well as San Francisco businesses that employ 15 or more VDT workers. The proposed ordinance would require employers to provide certain computer workstation equipment, provide other workstation equipment at the employee's request, provide employee education and training, and maintain minimum distances behind and to the side of VDTs.

Please refer to attached report.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

November 15, 1990

TO: Supervisor Walker

FROM: Budget Analyst

SUBJECT: Cost analysis of the proposed ordinance on video display terminal worker safety regulations including analysis based on data provided by Service Employees International Union 790 (File 118-90-5).

Pursuant to your request, we have prepared the following additional cost analysis of the proposed video display terminal worker safety regulations.

Although precise data on the number of video display terminals and the number of persons working a majority of their time on terminals does not readily exist, the Budget Analyst estimated that the proposed ordinance would affect 3,800 employees and would result in one-time costs to the City of between \$5.7 million and \$7.6 million to completely reconfigure the existing number of workstations that are likely to be used in accordance with the provisions of the ordinance. A higher workstation cost estimated provided by a consultant for the Air Transport Association resulted in a one-time cost estimate of \$9.4 million.

Based on information provided by the Service Employees International Union 790 (SEIU 790) on the 2,520 estimated number of City clerical employees using computer workstations, and on the possible costs of education and training, the estimated one-time costs of the proposed ordinance would be between \$3.0 million and \$5.0 million to completely reconfigure the existing number of computer workstations that are likely to be used in accordance with the provisions of the ordinance as currently proposed. This estimate includes all costs to purchase needed furniture and equipment. However, these estimates provided by SEIU 790 do not include any professional employees who use computer terminals extensively.

Memo to Supervisor Walker
November 15, 1990

It should be noted that the above one-time cost estimates range from \$3.0 million to \$9.4 million, a significant variation. Until exact data on equipment costs and the precise number of workstations affected is determined, the actual cost to the City cannot be precisely determined.

In addition, we would expect the City to incur significant additional costs to modify office lighting, reconfigure existing office space, and lease new office space to comply with the requirements of the proposed ordinance. These latter costs to the City, as well as the costs to enforce the proposed ordinance, cannot be fairly estimated at this time.

Private businesses would also be affected by this proposed ordinance. While sufficient data is not readily available with respect to the numbers of computer terminals and persons working on computer terminals, we estimated that modifying workstations and providing education and training to employees, as required in the proposed ordinance, may cost San Francisco businesses between \$84.4 million and \$112.5 million. Using cost information provided by the SEIU 790, the one-time costs of the proposed ordinance to San Francisco businesses would be between \$67.5 million to \$112.5 million. Other costs to lease additional office space, and to make further office and computer modifications cannot be estimated at this time and would depend on the specific needs of each business.

All workstation costs would depend on the extent to which modifications or replacement of existing workstations are made.

Ordinance Provisions

The proposed legislation would amend Part II, Chapter 5 of the San Francisco Code by adding Article 23 (including Sections 1301 through 1312) requiring employers who employ video display terminal (VDT) operators to comply with worker safety requirements. This proposed ordinance would only apply to those businesses (as well as the City and County of San Francisco) who employ fifteen or more VDT operators, each of whom work on VDTs 50 percent or more of their time. In addition, this ordinance would only apply to those specific computer workstations where a person works more than 50 percent of the time on the computer.

The proposed ordinance would require that employers provide at each computer workstation:

- Chairs with minimum design standards. Computer workstation chairs must have sufficient upholstery compressible to within one-half to one inch, seat and back rests adjustable for height and angle, and the capacity to swivel.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
November 15, 1990

- Adjustable platforms for the screen and keyboard. Platforms for the video display screen and the keyboard must be adjustable for height and angle.
- Printer covers or separation of printers from the workstation area. To reduce noise levels, the proposed ordinance requires printer covers or relocating printers to a separate area away from computer workstations.
- Office lighting where computer stations are located must be limited to between 300 - 700 lux or 28 to 65 footcandles. This lighting requirement would be in conformance with existing lighting standards for offices.

Upon request of the employee operating a VDT, the employer must provide equipment such as wrist rests, foot rests, anti-glare screens, task lighting and document holders.

In addition, the proposed ordinance:

- Imposes a five foot rule such that no employee workstation can be located within five feet of the back or side of a video display terminal.
- Provides for alternative work breaks for employees working on VDTs of a minimum of 15 minutes every two hours, in which employees may work on other tasks away from the VDT.
- Require dissemination of information on the effects of working on VDTs by employers to employees, as well as provision of employer-initiated training programs. Such education and training must be provided to employees within six months of the effective date of the ordinance, to new employees within the first 30 days of employment, and to all employees on an annual basis.

The Health Department would be responsible for administering and enforcing the provisions of the ordinance. According to Mr. Bill Lee of the Department of Public Health's Toxics and Safety Services Program, enforcement would be based on complaints received from office workers. Each violation found and not corrected would be subject to a civil penalty not to exceed \$500.

Memo to Supervisor Walker
November 15, 1990

Number of Workstations and Employees for City Government

No definitive estimate of the number of computer workstations and the corresponding number of persons working at those workstations has been made for the City and County of San Francisco. However, based on existing inventories of computer equipment in the various City departments, the City owns an estimated 4,900 computer terminals. Of the total number of computer terminals on hand, the Budget Analyst estimated 3,800 City employees, including 3,200 SEIU 790 members and 600 data processing-related employees, who use computer terminals for a large part of their work time. However, based on data provided by the union, approximately 60 percent of SEIU 790's members in San Francisco, or 1,920 employees, work on VDTs. Adding the 1,920 employees to the estimated 600 City employees who work in data processing-related jobs, a total of 2,520 employees may be using computer terminals. However, the 2,520 total should be considered conservative, because it does not include an estimate for the number of professional employees who use computer terminals extensively.

Number of Workstations and Employees for San Francisco Businesses

According to the Mayor's Office of Business and Economic Development, there are approximately 585,000 office workers in San Francisco. Of this amount, approximately 300,000 work in private businesses in the downtown and financial districts. The number of businesses that have 15 or more employees who work on VDTs 50 percent or more of the time is not readily available.

Professionals in the computer industry have estimated that by 1992, there may be as many as one computer terminal for every two office workers in the United States. One computer consultant we interviewed believed that this estimate was high and reported that IBM, with approximately 400,000 employees worldwide, uses approximately 100,000 computer terminals in its operations (one terminal for every four employees). For reference purposes, the City budget contains over 25,000 full-time authorized positions. As noted above, the City owns an estimated 4,900 computer terminals (or approximately one terminal for every five employees). Assuming one computer terminal exists for every four office workers in businesses in the downtown and financial districts, as many as 75,000 computer display monitors may exist. Assuming that 75 percent of these computer terminals are used by heavy users (based on SEIU 790's information, 51.4 percent of the City's computer terminals, or 2,520 of the 4,900 total, are used by heavy users), as many as 56,250 computer terminals in private businesses in the City would be subject to the requirements of this proposed ordinance. The 56,250 estimate is conservative, because, according to the State Employment Development Department, there are approximately 210,000 job positions in San Francisco that could have access to a computer.

Memo to Supervisor Walker
November 15, 1990

Workstation and Training Costs

The proposed ordinance requires education and training of employees. While it is difficult to determine the exact amount of education and training required, a consultant for the Air Transport Association reported that IBM implemented an education and training program for its employees at a cost conservatively estimated at \$200 per employee per workstation. IBM's program included publication of a manual and a limited amount of employee instruction. The Labor Occupational Health Program at the University of California, Berkeley, estimates that training could cost \$75 per employee. Representatives of one of the labor unions have stated that education and training costs could be further minimized if management and labor worked cooperatively to provide City or private company employees the education and training in-house.

Taking into account all workstation equipment costs and an estimated cost for education and training of \$75 per employee, the total cost per workstation could range between \$1,200 and \$2,000.¹ Ms. Vickie Wells of the Toxics and Safety Services Program of the Department of Public Health estimated a workstation cost of approximately \$2,000, which did not include costs of modifying office lighting and reducing printer noise. The consultant for the Air Transport Association estimated the total average workstation cost to be approximately \$2,470, which included costs for modifications to lighting and to reduce printer noise.

As previously noted, the estimated one-time cost to the City of reconfiguring computer workstations subject to the requirements of the ordinance would be between \$5.7 million and \$7.6 million, assuming a total of 3,800 employee workstations that would need to be reconfigured. Using the Air Transport Association consultant's workstation cost estimate of \$2,470, the estimated cost of reconfiguring 3,800 workstations is \$9.4 million.

Assuming that 2,520 City employee computer workstations need to be reconfigured, and assuming a total per workstation cost ranging between \$1,200 and \$2,000, which is based on SEIU 790's lower estimated cost, the estimated one-time cost to the City would be between \$3.0 million to \$5.0 million to outfit all workstations with proper equipment and provide education and training to the employees who use those workstations. Assuming a total workstation cost of \$2,470 (per the Air Transport Association), including the costs for modifications to lighting and to reduce printer noise, and based on the SEIU 790's lower number of workstations to be modified for clerical employees, the estimated one-time cost to the City would total \$6.2 million.

¹Based on information provided by a consultant for SEIU 790, the lower cost estimate includes the cost of a chair, adjustable table, wrist rests, foot rests, glare screen (which the consultant did not include), and a document holder. This estimate does not include an estimate for modifications to reduce printer noise.

Memo to Supervisor Walker
November 15, 1990

The actual cost of each workstation, and therefore the total cost to the City, could be less if some workstations are currently equipped with some of the needed equipment, and if the City is able to transfer any of the existing equipment and furniture to other uses.

For private businesses, workstation and training costs would vary, depending on whether programs to improve workstation conditions already exist within each company and the particular office needs of each company. As noted above, we estimated that modifying workstations and providing education and training to employees, as required in the proposed ordinance, may cost San Francisco businesses between \$84.4 million and \$112.5 million. However, assuming a per workstation cost ranging between \$1,200 to \$2,000; and assuming there are 56,250 workstations in San Francisco that would be subject to the requirements of the ordinance, the total cost to San Francisco businesses to reconfigure employee workstations and provide initial training could range between \$67.5 million to \$112.5 million.

Using the Air Transport Association consultant's cost estimates which include cost estimates for computer replacement, office lighting modifications and printer noise reduction, as required by the proposed ordinance, the estimated one-time cost to San Francisco's private businesses would total \$138.9 million.

As noted above, the actual cost of each workstation, and therefore the total cost to private businesses, could be less if some workstations are currently equipped with some of the needed equipment, and if the businesses are able to transfer any of their existing equipment and furniture to other uses.

The Five Foot Rule

The proposed ordinance imposes a five foot rule such that no employee workstation can be located within a five foot radius of the back or side of a video display terminal. According to Ms. Wells of the Toxics and Safety Services Program of DPH, this requirement would also apply to adjacent workstations separated by a wall or partition.

Depending on the location of computer terminals and the location of employee workstations, the Five Foot Rule would require a minimum increase of 40 square feet of office space for each computer terminal workstation. This provision of the ordinance could result in a need for a significant amount of additional office space, although an exact estimate cannot be determined, and would depend on present configurations of office space. However, one large San Francisco based banking firm reported that it would have to increase its office space allocated for computer workstations by 21 to 73 percent.

Memo to Supervisor Walker
November 15, 1990

For reference purposes, Mr. Tony DeLucchi of the Department of Real Estate estimates that fully serviced, handicapped accessible office space could be leased at a minimum cost of \$16.50 per square foot per year in the Civic Center area to over \$40 per square foot per year in the Financial District. Exact lease costs would depend on the amount of office space leased, the location of the office space, and the amount of tenant improvements required. Assuming a range of \$16.50 to \$40 per square foot per year, the additional office space that could be required for clearance behind and to the side of each workstation would cost between \$660 and \$1,600 per year per workstation.

Enforcement Costs

The Department of Public Health's Toxics and Safety Services Program would be responsible for enforcing the requirements of this proposed ordinance. Mr. Bill Lee, Manager of Toxics and Safety Services, reports that enforcement would be based on employee complaints registered with their office. Because enforcement would be complaint-oriented, an estimate of the workloads and the corresponding staff requirements is not available at this time. Mr. Lee reports that the Toxics and Safety Services Program intends to monitor the implementation of the ordinance and the resulting complaint workloads with its existing staff. Toxics and Safety Services would provide an enforcement cost estimate one year after the ordinance is passed.

Other Cost Considerations

Ms. Wells of DPH advises that some City Departments as well as some private businesses may be using older computer terminals that have keyboards attached directly to the video display monitor. Because the ordinance requires that the monitor and the keyboard be independently adjustable by the operator, these older computer terminals would have to be replaced with new terminals. For example, in the Police and Fire Departments, employees working in the dispatch rooms work on terminals situated in large consoles. These consoles would not comply with the ordinance and the Departments would have to purchase independently adjustable monitors and keyboards to replace these console type computer terminals.

In addition, replacement of older computer terminals may require recabling the computer networks to accommodate the newer terminals currently being sold. Ms. Wells points out that if recabling is required in older buildings, asbestos found within the walls of these buildings would need to be removed prior to the recabling of computer terminals. The cost of asbestos removal would add significantly to the cost of complying with the ordinance.

Memo to Supervisor Walker
November 15, 1990

Annual Costs

The City, as well as private businesses, would incur some annual costs for continued education and training of new and existing employees. These costs cannot be estimated at this time but would probably be less than the initial training and education costs.

Amendments

The Budget Analyst has been advised that several amendments may be made to the proposed ordinance. Such amendments may include:

- Eliminating the requirements for ceiling lighting.
- Allowing existing computer workstations to be retrofitted or modified to make the workstations comply with the ordinance. If an amendment is made to the proposed ordinance to allow existing workstation furniture to be retrofitted with adjustable armatures and platforms for the VDTs, the cost could be reduced by \$240 per workstation. At the reduced cost per workstation, the estimated one-time cost to the City could be reduced by \$605,000. The estimated one-time cost to San Francisco businesses could be reduced by \$13.5 million.
- Modifying the standard for chairs to allow greater flexibility to use some existing types of office chairs. If an amendment is made to the proposed ordinance to relax the requirement for chairs, the cost per workstation could be reduced by approximately \$400. If such an amendment were approved, the estimated one-time cost to the City could be reduced by \$1 million. The estimated one-time cost to San Francisco businesses could be reduced by \$22.5 million.
- Reducing the clearance requirement on the back or side of the VDT from five feet to one meter. If an amendment is included in the proposed ordinance that reduces the clearance requirement from five feet to one meter, the potential office space requirement would decrease from 40 square feet to approximately 17 square feet. 17 square feet of office space would cost between \$280 per year and \$680 per year per workstation.
- Allowing employers to apply for a variance to the ordinance. This would allow employers, if reasonable cause is shown, to implement alternative plans for complying with the ordinance.
- Changing the method for calculating the fines for violation of the ordinance provisions, and specifying that fine revenues would be allocated to offset the costs of enforcement incurred by the Department of Public Health.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
November 15, 1990

- Exempting emergency services from the requirements of this ordinance. If an amendment to exempt emergency services is added to the proposed ordinance, the Police and Fire Departments would no longer be affected by the proposed ordinance.

The impact of these proposed amendments, as detailed above, could result in a reduction of the estimated one-time cost to the City of at least \$1.6 million, and to San Francisco businesses of at least \$36 million.

Revenues/Benefits

The City would receive an undetermined amount of revenues from fines associated with the enforcement of the ordinance. The exact amount of revenues would depend on the number of complaints received and the number of violations not corrected.

If this ordinance becomes law, the City, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates ranging from 15 to 25 percent. Based on these studies, the City and private businesses may achieve a corresponding salary savings approaching the 15 to 25 percent range, as well as related reductions in usage of sick leave and workers compensation. However, the quantification of these potential benefits from this proposed ordinance would require more detailed study.

Summary

As previously noted, the estimated one-time cost to the City of reconfiguring computer workstations subject to the requirements of the ordinance would be between \$5.7 million and \$7.6 million, assuming a total of 3,800 employee workstations that would need to be reconfigured. Using the Air Transport Association consultant's workstation cost estimate of \$2,470, the estimated cost of reconfiguring 3,800 workstations is \$9.4 million.

Based on data provided to the Budget Analyst by SEIU 790, the proposed ordinance would result in estimated workstation one-time costs to the City ranging between \$3.0 million to \$5.0 million and one-time costs to San Francisco businesses ranging between \$67.5 million to \$112.5 million. Using the Air Transport Association consultant's cost estimates, which includes costs for office lighting modifications and printer noise reduction as required by the proposed ordinance, and based on the SEIU 790's lower number of workstations to be modified for clerical employees, the estimated cost to the City would total \$6.2 million and the estimated one-time costs to private businesses would total \$138.9 million.

Memo to Supervisor Walker
November 15, 1990
Page 10

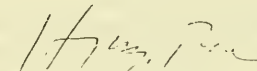
If certain amendments concerning chair specifications and retrofitting of existing workstations are added to the proposed ordinance, the estimated one-time cost to the City could be reduced by an estimated \$1.6 million, and the estimated one-time cost to businesses could be reduced by an estimated \$36 million.

The Budget Analyst emphasizes, however, that these total estimated costs could be greater or less not only because the cost estimates are not precise but also because the actual number of employees using VDTs more than 50 percent of the time may vary, and the number of workstations requiring only partial modification or full replacement is not known.

In addition, the City, as well as private businesses would incur annual costs for training and education, and significant undetermined costs to remodel office space, lease additional office space, replace older computer terminals, recable computer networks and provide alternative work breaks. Asbestos removal associated with office space remodeling or renovation may be an additional significant cost of complying with the ordinance.

The Department of Public Health would incur costs to administer and enforce this ordinance. These costs cannot be estimated at this time. Implementation of the proposed ordinance would result in an undetermined amount of revenues to the City from fines associated with the enforcement of the ordinance provisions. These revenues could be used to offset any enforcement costs incurred by the Department of Public Health.

As noted above, the City and County, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates varying from 15 to 25 percent. However, quantification of these potential benefits cannot be estimated at this time.


Harvey M. Rose

cc.: President Britt	Clerk of the Board
Supervisor Alioto	Legislative Policy Analyst
Supervisor Gonzalez	Chief Administrative Officer
Supervisor Hallinan	Controller
Supervisor Hongisto	Carol Wilkins
Supervisor Hsieh	Ted Lakey
Supervisor Kennedy	Director of Electronic Information Processing
Supervisor Maher	Steering Committee
Supervisor Nelder	
Supervisor Ward	

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 5 - File 10-90-6

Department: Department of Public Works (DPW)

Item: Resolution granting revocable permission to Taldan Investment Company to temporarily occupy a portion of Sacramento Street during construction operations at 1130 Sacramento Street (Assessor's Block 222, Lot 10).

Description: The Taldan Investment Company has requested permission to temporarily close a portion of Sacramento Street in order to begin construction operations at 1130 Sacramento Street. Taldan Investment has requested the closure for a period of one year.

Gilco Construction, the contractor for the Taldan Investment Company, proposes to erect a lift to be used in the construction of the building, which would occupy all of the sidewalk along Sacramento Street. To provide clearance around the lift and to allow for pedestrian passage around the construction site, a seven foot by 31 foot section of Sacramento Street (217 square feet) would be closed to parking and through traffic by a fence during the construction period.

The proposed resolution specifies that Taldan Investment Company, as the holder of the street space permit, would provide flagpersons to direct traffic as necessary and place and maintain reflectors or flasher lights on the construction fence to warn vehicular traffic. "Tow-Away-No-Stopping Any Time" signs would be temporarily placed on the street to facilitate the traffic flow.

The proposed resolution also specifies that Taldan Investment Company will indemnify and hold harmless the City and County of San Francisco from any loss or damage of property resulting from the street space occupancy.

The Taldan Investment Company has paid an initial deposit of \$500 to DPW for the processing of the permit, and will pay, once the permit is approved, \$2,904 for the first three months of occupancy of street and space, for a total of \$3,404. All of these fees are in accordance with Section 724 of the Public Works Code (However, see Comment No's. 2 and 3).

The Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT) has reviewed the request for the street space and has no objection to granting the use of the space.

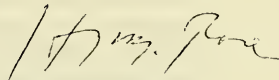
BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to City Services Committee
November 20, 1990 City Services Committee Meeting

Comments:

1. The construction at 1130 Sacramento Street consists of an eight-story residential building with 9,240 square feet of space.
2. DPW has advised the Budget Analyst that an error was made in the calculation of the required street space permit fee. The fee amount should be \$3,000, instead of \$2,904 for the first three months of occupancy of the street and space, a difference of \$96. Therefore, the proposed resolution should be amended on line 27 to increase the amount of \$2,904 by \$96 to \$3,000 to reflect the correct amount of street space permit fee to be collected. Together with the \$500 initial processing fee, Taldan Investment Company will pay DPW a total of \$3,500 for the proposed permit for the first three months.
3. If construction at 1130 Sacramento requires the closure of the street space for a period longer than the three months, Taldan Investment Company would pay an additional \$3,000 for each three months of street space closure, or \$1,000 per month, for a total annual fee of \$12,000 for the one-year period.

Recommendation: Amend the proposed resolution on line 27 to increase the amount from \$2,904 to \$3,000 and approve the resolution as amended.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

SAN FRANCISCO BOARD OF SUPERVISORS
CITY SERVICES COMMITTEE

November 20, 1990

The Minutes of this meeting are missing.

SAN FRANCISCO BOARD OF SUPERVISORS
CITY SERVICES COMMITTEE

November 27, 1990

The Minutes of this meeting are missing.



BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

November 29, 1990

DOCUMENTS DEPT.

TO: City Services Committee

FROM: Budget Analyst - *Recommendations*

SUBJECT: December 4, 1990 City Services Committee Meeting

DEC 3 1990

SAN FRANCISCO
PUBLIC LIBRARY

Item 1 - File 30-90-2

Note: This item was continued by the City Services Committee at its meeting of October 16, 1990.

1. This item is a hearing to consider decreasing the response time of San Francisco's Emergency Medical Services.

2. According to Dr. Chuck Saunders of the Department of Public Health's (DPH's) Paramedics Division, the current average emergency response time is 8.6 minutes, which represents a decrease of approximately 20 percent, from 10.7 minutes to 8.6 minutes, over the last 19 months. Dr. Saunders states that the response time, as measured by the San Francisco Emergency Medical Services, is measured from the time the phone call for assistance is received to the time that the ambulance arrives at the location, and includes the central dispatch process and ambulance travel time. Dr. Saunders reports that the average ambulance travel time, which is the response time reported by most cities, is currently 5.6 minutes.

3. Dr. Saunders reports that the DPH has implemented or is in the process of implementing a number of programs and policies to reduce response times, with no additional funding or ambulances than is currently included in their budget. The programs, which are expected to be fully implemented by the middle of FY 1991-92, are expected to further reduce response times by a total of two minutes. These programs and policies are as follows:

- a) Additional Ambulances - DPH added three ambulances during FY 1989-90 to its existing fleet of ten, which brought the total number of ambulances to 13 operating during the day. The DPH is in the process of hiring paramedics to staff the ambulances, and the DPH anticipates that the ambulances will be fully staffed by October, 1990. Dr. Saunders reports that the ambulance fleet is currently 99 percent staffed and operational.
- b) Paramedics Staffing Patterns - According to Dr. Saunders, changing the staffing patterns from 8-hour shifts to 10-hour and 12-hour shifts has reduced the number of transition periods between shifts, and therefore has increased the efficiency of the paramedics.
- c) Computerized Dispatch - In December, 1988, DPH introduced computerized dispatching, which helps the dispatchers match the ambulances with the calls for assistance according to location. Dr. Saunders indicates that an Automatic Vehicle Location (AVL) System, a second component of computerized dispatch which was approved in the FY 1990-91 budget will complement this program. Dr. Saunders reports that the DPH is currently issuing a request for proposals for the AVL System and that DPH expects to acquire the System by Spring of 1991.
- d) Improved Computer Software - Dr. Saunders indicates that improvements to the computer software are being made to reduce the amount of time that dispatchers require to record the pertinent information from the caller, to the time an ambulance can be dispatched.
- e) Fire Department Procedures - Concurrently with the paramedics, the San Francisco Fire Department is also dispatched to emergency calls to begin basic life support services before the paramedics arrive. The Paramedics Division is working with the Fire Department to improve procedures to reduce the Fire Department's response time by dispatching them earlier. The Fire Department's time is approximately 3 to 4 minutes following dispatch.
- f) New Deployment Scheme - Beginning September 15, 1990, the DPH will use a new scheme to deploy ambulances throughout the City to station them in locations to minimize response times. The optimal deployment sites have been identified based on computer-generated geographic and statistical analyses of those areas which, in the past, have shown a higher need for ambulance services.

- g) Relocation of Headquarters - The DPH is proposing to relocate the Emergency Medical Services Headquarters from its current Golden Gate Park location to the Mission District, which is more centrally located to the areas most in need of ambulances. Dr. Saunders states that relocating the headquarters would reduce the down time for ambulances when restocking the vehicles. The Board of Supervisors has recently approved a new lease for DPH in the Mission District. Dr. Saunders reports that the funding for the proposed new lease is included in the DPH's FY 1990-91 budget.

4. According to Dr. Saunders, the determination of cost estimates to further reduce emergency response times is complex, and would require detailed studies of the different programs and policies and funding mechanisms available to the City. Dr. Saunders reports that the DPH is in the process of preparing one such study under a State grant, which Dr. Saunders anticipates will be completed in the Spring of 1991. Dr. Saunders states that the study originally was to have been completed during the Fall of 1990, but that due to funding delays, the State has approved a grant extension.

5. Ms. Abbie Yant, of the DPH Central Office Emergency Medical Services (EMS) Division (EMS is the regulatory and oversight agency for the provision of emergency medical services) reports that efforts to improve emergency medical services and response times are being pursued in the following three main areas:

- a) EMS issued a position paper in July, 1990, detailing emergency medical services issues. The various agencies involved in providing the services are currently reviewing the position paper and commenting on it. EMS will reissue the position paper when compilation of the comments is completed. The introduction page to the position paper is attached.
- b) A study is currently being conducted to determine the most efficient configuration of an emergency medical services system for San Francisco (this is the same study that Dr. Saunders refers to, in Point 4, above). This study will examine alternative ambulance deployment strategies to determine the optimal deployment strategy for the City. The study will analyze several perspectives including operations, geography, financing resources, administration, community needs and quality control.
- c) EMS is continuing to monitor response time as well as other system performance measures.

CITY AND COUNTY OF SAN FRANCISCO
EMERGENCY MEDICAL SERVICES (EMS) AGENCY

EMS SYSTEM POSITION PAPER 1990

INTRODUCTION

There are various issues which face the EMS community as we enter the 1990's. Our intent with this Position Paper is to present an objective and concise description of these important concerns. The San Francisco Emergency Medical Services Agency ("EMS Agency") will take a proactive approach to the discussion of each of these issues. It is important not only to present the issues and the EMS Agency's position, but also to address the potential costs and legal considerations which accompany them. We are confident that this Position Paper will assist the community in working together to develop an exemplary prehospital care system.

We refer to the "EMS Community" throughout this paper. The EMS Community consists of citizens, prehospital and hospital providers, professional associations, City Agencies, Divisions, Departments, and designated committees. In essence, the EMS Community includes all persons with an interest in Emergency Medical Services.

We have outlined below eight major EMS system issues:

1. Ambulance Availability and Response Times
2. System Configuration
3. Dispatch
4. Quality Assurance and Data Collection
5. Disaster Planning
6. Research and Public Information
7. Pediatric Standards
8. Trauma Designation

Each issue is briefly summarized and potential cost and legal considerations are presented. The EMS Agency's position will be presented. The final section sets forth a tentative timeline for addressing the various issues facing the EMS Community.

Item 2 - File 30-90-15

Note: This item was continued from the October 16, 1990, City Services Committee Meeting

1. This item is a resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement providing two dedicated, staffed private emergency ambulances to be available for direct dispatch during weekday hours and during some portion of weekend hours. The precise portion of weekend hours would be determined on the basis of future negotiations. The San Francisco Ambulance Association (SFAA), comprised of King-American Ambulance Company, Federal Ambulance Company and San Francisco Ambulance Service, submitted the unsolicited proposal to Dr. James Pointer, Director of the Emergency Medical Services (EMS), a Division of the Department of Public Health, on January 9, 1990.

2. The DPH and SFAA currently have an agreement entitled the Integrated Response Plan (IRP), under which member firms of SFAA provide backup emergency ambulance response. Under the terms of this agreement, SFAA provides back-up response to Code 2 and Code 3 emergency calls, upon request from DPH's Central Medical (C-Med) Communications Center. The DPH reimburses SFAA member firms, based on a fixed rate per call of \$26.41. In addition to this reimbursement by the DPH, the SFAA receives revenues from direct billings to medical insurance carriers, MediCal and private pay patients for each ambulance "run". In 1989-90, the EMS budgeted \$200,000 for such payments under the Integrated Response Plan. However, actual expenditures amounted to \$105,000. In 1990-91, \$90,000 has been budgeted for this purpose on the basis that additional emergency response ambulances and paramedic staffing had been added to the SFGH's Paramedic Division and that the need for private ambulances for "backup" purposes would be reduced.

3. The SFAA proposal, which is the subject of this report, would specifically provide two dedicated, staffed private emergency ambulances that would be available for direct dispatches during weekday and weekend hours by the Department of Public Health's C-Med Communications Center. These two ambulances would be provided at no direct cost to the City. The member firms of SFAA would provide the dedicated ambulances on a rotational basis. The dedicated ambulances would be available for direct dispatch by C-Med from 10:00 a.m. to 6:00 p.m. Monday through Friday and on weekends for shift times that are mutually agreeable between SFAA and DPH. In accordance with the proposal, shift times would be adjusted to meet demand. SFAA would continue to provide back-up emergency ambulance response under the terms of the current IRP agreement.

4. Under this proposed agreement, SFAA would be paid by the third-party insurers, MediCal or by the individual ambulance patients themselves to whom service has been provided. The private ambulances would become a part of the "primary responders" for 911 emergency ambulance calls dispatched by C-Med, in effect reducing the number of calls handled and the amount of total revenue received, by the City's Paramedic Division.

5. The Budget Analyst has reviewed this proposal with the DPH Emergency Medical Services Division and the SFGH Paramedics Division. According to Mr. Jerome Rankin, Senior Assistant Administrator of SFGH and Dr. Charles Sanders, Director of the Paramedic Division, the Paramedic Division responds to all 911 emergency requests for ambulance and paramedics. No "interfacility" transport requests are handled, but are instead referred to private ambulance companies.

C-Med currently receives approximately 60,000 medical emergency calls from 911 annually according to Mr. Rankin. Approximately 57,000 such calls are taken by the the SFGH Paramedics Division with the balance of 3,000 calls (5%) handled by private companies under the Integrated Response Plan agreement.

The City's Paramedics Division currently collects an average of \$123 in revenue from outside sources per emergency medical response, and total annual revenues of approximately \$7.0 million.

6. According to Mr. Rankin, the revenue lost to the City by the addition of the two private ambulances during the hours specified would approximate \$402,000 on an annual basis. Alternatively, Mr. Rankin estimates that the incremental cost of adding two DPH ambulance shifts would be an additional \$367,000 in General Fund cost annually. Hence, the service benefit would be offset by the cost to the City as a result of lost revenue. The same benefit could be achieved according to Mr. Rankin at a reduced cost if the SFGH Paramedics Division were to add two additional paramedic teams.

Comments

1. The above financial information represents estimates provided to the Budget Analyst. A letter, dated September 28, 1990, from the Department of Public Health which presents this analysis in greater detail, has been provided to the City Services Committee.

2. The Board of Supervisors Legislative Policy Analysts have prepared and submitted a separate report, dated October 1, 1990, on this subject matter to the City Services Committee.

Recommendation

The proposed resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 6 - File 10-90-6

Department: Department of Public Works (DPW)

Item: Resolution granting revocable permission to Taldan Investment Company to temporarily occupy a portion of Sacramento Street during construction operations at 1130 Sacramento Street (Assessor's Block 222, Lot 10).

Description: The Taldan Investment Company has requested permission to temporarily close a portion of Sacramento Street in order to begin construction operations at 1130 Sacramento Street. Taldan Investment has requested the closure for a period of one year.

Gilco Construction, the contractor for the Taldan Investment Company, proposes to erect a lift to be used in the construction of the building, which would occupy all of the sidewalk along Sacramento Street. To provide clearance around the lift and to allow for pedestrian passage around the construction site, a seven foot by 31 foot section of Sacramento Street (217 square feet) would be closed to parking and through traffic by a fence during the construction period.

The proposed resolution specifies that Taldan Investment Company, as the holder of the street space permit, would provide flagpersons to direct traffic as necessary and place and maintain reflectors or flasher lights on the construction fence to warn vehicular traffic. "Tow-Away-No-Stopping Any Time" signs would be temporarily placed on the street to facilitate the traffic flow.

The proposed resolution also specifies that Taldan Investment Company will indemnify and hold harmless the City and County of San Francisco from any loss or damage of property resulting from the street space occupancy.

The Taldan Investment Company has paid an initial deposit of \$500 to DPW for the processing of the permit, and will pay, once the permit is approved, \$2,904 for the first three months of occupancy of street and space, for a total of \$3,404. All of these fees are in accordance with Section 724 of the Public Works Code (However, see Comment No's. 2 and 3).

The Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT) has reviewed the request for the street space and has no objection to granting the use of the space.

BOARD OF SUPERVISORS
BUDGET ANALYST

Comments:

1. The construction at 1130 Sacramento Street consists of an eight-story residential building with 9,240 square feet of space.
2. DPW has advised the Budget Analyst that an error was made in the calculation of the required street space permit fee. The fee amount should be \$3,000, instead of \$2,904 for the first three months of occupancy of the street and space, a difference of \$96. Therefore, the proposed resolution should be amended on line 27 to increase the amount of \$2,904 by \$96 to \$3,000 to reflect the correct amount of street space permit fee to be collected. Together with the \$500 initial processing fee, Taldan Investment Company will pay DPW a total of \$3,500 for the proposed permit for the first three months.
3. If construction at 1130 Sacramento requires the closure of the street space for a period longer than the three months, Taldan Investment Company would pay an additional \$3,000 for each three months of street space closure, or \$1,000 per month, for a total annual fee of \$12,000 for the one-year period.

Recommendation: Amend the proposed resolution on line 27 to increase the amount from \$2,904 to \$3,000 and approve the resolution as amended.

Item 7 - File 173-90-2

Department: Port of San Francisco

Item: Resolution supporting the return of the Moshulu to San Francisco, and urging the Mayor to urge the Port Commission to incorporate the concept of berthing the Moshulu at a designated pier suitable for recreational and business meeting activities in the planning activities now underway pursuant to Proposition H, approved by the voters of the City at the November 6, 1990 election; and urging the Mayor to use his good offices to assist in building support for the return of the Moshulu home to San Francisco by (1) forming a technical advisory committee of appropriate departmental personnel to assist in evaluating the proposed berthing, development and maintenance of the Moshulu, and (2) assisting in the dissemination of information to the community about efforts to return the Moshulu to her San Francisco waterfront home.

Description: The Moshulu is the largest four-masted, cargo-carrying, sailing ship in the world. The ship was built in Scotland in 1904, and the owners had, for many years, maintained the Moshulu in San Francisco. The Moshulu is currently berthed on the Delaware River. The current owner of the Moshulu has extended to the City and County of San Francisco the opportunity to return the Moshulu to San Francisco, as the home port of the sailing ship.

At the November 6, 1990 election, the voters approved Proposition H, which requires the City to formulate a comprehensive waterfront land-use plan that would govern the development of such waterfront projects as the berthing of the Moshulu. When finished, the plan will create land use categories consisting of waterfront land uses, acceptable non-maritime land uses, and unacceptable non-maritime land uses.

This proposed resolution would urge the Mayor to urge the Port Commission to incorporate the idea of berthing the Moshulu at a pier in San Francisco into the planning activities pursuant to Proposition H.

The proposed resolution also urges the Mayor to assist in building support for the return of the Moshulu to San Francisco by:

BOARD OF SUPERVISORS
BUDGET ANALYST

1. Forming a technical advisory committee of departmental personnel that would evaluate the feasibility of towing the Moshulu to San Francisco, berthing, development, and maintenance of the Moshulu; and
2. Assisting in disseminating information to the San Francisco community about the efforts to return the Moshulu to San Francisco.

Comments:

1. According to Ms. Wendy Iwata of the Port, while the concept of berthing the Moshulu in San Francisco could be incorporated into the waterfront land-use plan, no direction has yet been given to the Port for beginning the development of the waterfront land-use plan.
2. As proposed in the resolution, the Board of Supervisors would urge the Mayor to form a technical advisory committee of appropriate departmental personnel to evaluate the costs and benefits of returning, berthing, developing, and maintaining the Moshulu in San Francisco. Since the technical advisory committee would consist of departmental personnel, the City would incur an undetermined amount of in-kind staff costs.
3. Depending on the nature and method of disseminating information on the Moshulu to the community, it is possible that the City may incur some costs for assisting in the dissemination of information to the public about the efforts to return the Moshulu to San Francisco.

Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 8 - File 118-90-5

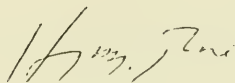
Note: This item was continued from the City Services Committee meeting of October 2, 1990.

Item: Ordinance amending Part II, Chapter 5 of the San Francisco Municipal Code by Adding Article 23, including Sections 1301 to 1312 thereto, requiring employers who employ Video Display Terminal operators to comply with worker safety requirements.

Description: The proposed ordinance would impose Video Display Terminal (VDT) worker safety regulations on the City and County, as well as San Francisco businesses that employ 15 or more VDT workers. The proposed ordinance would require employers to provide certain computer workstation equipment, provide other workstation equipment at the employee's request, provide employee education and training, and maintain minimum distances behind and to the side of VDTs.

Please refer to attached report.

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hongisto
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hallinan
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

November 15, 1990

TO: Supervisor Walker

FROM: Budget Analyst

SUBJECT: Cost analysis of the proposed ordinance on video display terminal worker safety regulations including analysis based on data provided by Service Employees International Union 790 (File 118-90-5).

Pursuant to your request, we have prepared the following additional cost analysis of the proposed video display terminal worker safety regulations.

Although precise data on the number of video display terminals and the number of persons working a majority of their time on terminals does not readily exist, the Budget Analyst estimated that the proposed ordinance would affect 3,800 employees and would result in one-time costs to the City of between \$5.7 million and \$7.6 million to completely reconfigure the existing number of workstations that are likely to be used in accordance with the provisions of the ordinance. A higher workstation cost estimated provided by a consultant for the Air Transport Association resulted in a one-time cost estimate of \$9.4 million.

Based on information provided by the Service Employees International Union 790 (SEIU 790) on the 2,520 estimated number of City clerical employees using computer workstations, and on the possible costs of education and training, the estimated one-time costs of the proposed ordinance would be between \$3.0 million and \$5.0 million to completely reconfigure the existing number of computer workstations that are likely to be used in accordance with the provisions of the ordinance as currently proposed. This estimate includes all costs to purchase needed furniture and equipment. However, these estimates provided by SEIU 790 do not include any professional employees who use computer terminals extensively.

Memo to Supervisor Walker
November 15, 1990

It should be noted that the above one-time cost estimates range from \$3.0 million to \$9.4 million, a significant variation. Until exact data on equipment costs and the precise number of workstations affected is determined, the actual cost to the City cannot be precisely determined.

In addition, we would expect the City to incur significant additional costs to modify office lighting, reconfigure existing office space, and lease new office space to comply with the requirements of the proposed ordinance. These latter costs to the City, as well as the costs to enforce the proposed ordinance, cannot be fairly estimated at this time.

Private businesses would also be affected by this proposed ordinance. While sufficient data is not readily available with respect to the numbers of computer terminals and persons working on computer terminals, we estimated that modifying workstations and providing education and training to employees, as required in the proposed ordinance, may cost San Francisco businesses between \$84.4 million and \$112.5 million. Using cost information provided by the SEIU 790, the one-time costs of the proposed ordinance to San Francisco businesses would be between \$67.5 million to \$112.5 million. Other costs to lease additional office space, and to make further office and computer modifications cannot be estimated at this time and would depend on the specific needs of each business.

All workstation costs would depend on the extent to which modifications or replacement of existing workstations are made.

Ordinance Provisions

The proposed legislation would amend Part II, Chapter 5 of the San Francisco Code by adding Article 23 (including Sections 1301 through 1312) requiring employers who employ video display terminal (VDT) operators to comply with worker safety requirements. This proposed ordinance would only apply to those businesses (as well as the City and County of San Francisco) who employ fifteen or more VDT operators, each of whom work on VDTs 50 percent or more of their time. In addition, this ordinance would only apply to those specific computer workstations where a person works more than 50 percent of the time on the computer.

The proposed ordinance would require that employers provide at each computer workstation:

- Chairs with minimum design standards. Computer workstation chairs must have sufficient upholstery compressible to within one-half to one inch, seat and back rests adjustable for height and angle, and the capacity to swivel.

Memo to Supervisor Walker
November 15, 1990

- Adjustable platforms for the screen and keyboard. Platforms for the video display screen and the keyboard must be adjustable for height and angle.
- Printer covers or separation of printers from the workstation area. To reduce noise levels, the proposed ordinance requires printer covers or relocating printers to a separate area away from computer workstations.
- Office lighting where computer stations are located must be limited to between 300 - 700 lux or 28 to 65 footcandles. This lighting requirement would be in conformance with existing lighting standards for offices.

Upon request of the employee operating a VDT, the employer must provide equipment such as wrist rests, foot rests, anti-glare screens, task lighting and document holders.

In addition, the proposed ordinance:

- Imposes a five foot rule such that no employee workstation can be located within five feet of the back or side of a video display terminal.
- Provides for alternative work breaks for employees working on VDTs of a minimum of 15 minutes every two hours, in which employees may work on other tasks away from the VDT.
- Require dissemination of information on the effects of working on VDTs by employers to employees, as well as provision of employer-initiated training programs. Such education and training must be provided to employees within six months of the effective date of the ordinance, to new employees within the first 30 days of employment, and to all employees on an annual basis.

The Health Department would be responsible for administering and enforcing the provisions of the ordinance. According to Mr. Bill Lee of the Department of Public Health's Toxics and Safety Services Program, enforcement would be based on complaints received from office workers. Each violation found and not corrected would be subject to a civil penalty not to exceed \$500.

Memo to Supervisor Walker
November 15, 1990

Number of Workstations and Employees for City Government

No definitive estimate of the number of computer workstations and the corresponding number of persons working at those workstations has been made for the City and County of San Francisco. However, based on existing inventories of computer equipment in the various City departments, the City owns an estimated 4,900 computer terminals. Of the total number of computer terminals on hand, the Budget Analyst estimated 3,800 City employees, including 3,200 SEIU 790 members and 600 data processing-related employees, who use computer terminals for a large part of their work time. However, based on data provided by the union, approximately 60 percent of SEIU 790's members in San Francisco, or 1,920 employees, work on VDTs. Adding the 1,920 employees to the estimated 600 City employees who work in data processing-related jobs, a total of 2,520 employees may be using computer terminals. However, the 2,520 total should be considered conservative, because it does not include an estimate for the number of professional employees who use computer terminals extensively.

Number of Workstations and Employees for San Francisco Businesses

According to the Mayor's Office of Business and Economic Development, there are approximately 585,000 office workers in San Francisco. Of this amount, approximately 300,000 work in private businesses in the downtown and financial districts. The number of businesses that have 15 or more employees who work on VDTs 50 percent or more of the time is not readily available.

Professionals in the computer industry have estimated that by 1992, there may be as many as one computer terminal for every two office workers in the United States. One computer consultant we interviewed believed that this estimate was high and reported that IBM, with approximately 400,000 employees worldwide, uses approximately 100,000 computer terminals in its operations (one terminal for every four employees). For reference purposes, the City budget contains over 25,000 full-time authorized positions. As noted above, the City owns an estimated 4,900 computer terminals (or approximately one terminal for every five employees). Assuming one computer terminal exists for every four office workers in businesses in the downtown and financial districts, as many as 75,000 computer display monitors may exist. Assuming that 75 percent of these computer terminals are used by heavy users (based on SEIU 790's information, 51.4 percent of the City's computer terminals, or 2,520 of the 4,900 total, are used by heavy users), as many as 56,250 computer terminals in private businesses in the City would be subject to the requirements of this proposed ordinance. The 56,250 estimate is conservative, because, according to the State Employment Development Department, there are approximately 210,000 job positions in San Francisco that could have access to a computer.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
November 15, 1990

Workstation and Training Costs

The proposed ordinance requires education and training of employees. While it is difficult to determine the exact amount of education and training required, a consultant for the Air Transport Association reported that IBM implemented an education and training program for its employees at a cost conservatively estimated at \$200 per employee per workstation. IBM's program included publication of a manual and a limited amount of employee instruction. The Labor Occupational Health Program at the University of California, Berkeley, estimates that training could cost \$75 per employee. Representatives of one of the labor unions have stated that education and training costs could be further minimized if management and labor worked cooperatively to provide City or private company employees the education and training in-house.

Taking into account all workstation equipment costs and an estimated cost for education and training of \$75 per employee, the total cost per workstation could range between \$1,200 and \$2,000.¹ Ms. Vickie Wells of the Toxics and Safety Services Program of the Department of Public Health estimated a workstation cost of approximately \$2,000, which did not include costs of modifying office lighting and reducing printer noise. The consultant for the Air Transport Association estimated the total average workstation cost to be approximately \$2,470, which included costs for modifications to lighting and to reduce printer noise.

As previously noted, the estimated one-time cost to the City of reconfiguring computer workstations subject to the requirements of the ordinance would be between \$5.7 million and \$7.6 million, assuming a total of 3,800 employee workstations that would need to be reconfigured. Using the Air Transport Association consultant's workstation cost estimate of \$2,470, the estimated cost of reconfiguring 3,800 workstations is \$9.4 million.

Assuming that 2,520 City employee computer workstations need to be reconfigured, and assuming a total per workstation cost ranging between \$1,200 and \$2,000, which is based on SEIU 790's lower estimated cost, the estimated one-time cost to the City would be between \$3.0 million to \$5.0 million to outfit all workstations with proper equipment and provide education and training to the employees who use those workstations. Assuming a total workstation cost of \$2,470 (per the Air Transport Association), including the costs for modifications to lighting and to reduce printer noise, and based on the SEIU 790's lower number of workstations to be modified for clerical employees, the estimated one-time cost to the City would total \$6.2 million.

¹Based on information provided by a consultant for SEIU 790, the lower cost estimate includes the cost of a chair, adjustable table, wrist rests, foot rests, glare screen (which the consultant did not include), and a document holder. This estimate does not include an estimate for modifications to reduce printer noise.

Memo to Supervisor Walker
November 15, 1990

The actual cost of each workstation, and therefore the total cost to the City, could be less if some workstations are currently equipped with some of the needed equipment, and if the City is able to transfer any of the existing equipment and furniture to other uses.

For private businesses, workstation and training costs would vary, depending on whether programs to improve workstation conditions already exist within each company and the particular office needs of each company. As noted above, we estimated that modifying workstations and providing education and training to employees, as required in the proposed ordinance, may cost San Francisco businesses between \$84.4 million and \$112.5 million. However, assuming a per workstation cost ranging between \$1,200 to \$2,000; and assuming there are 56,250 workstations in San Francisco that would be subject to the requirements of the ordinance, the total cost to San Francisco businesses to reconfigure employee workstations and provide initial training could range between \$67.5 million to \$112.5 million.

Using the Air Transport Association consultant's cost estimates which include cost estimates for computer replacement, office lighting modifications and printer noise reduction, as required by the proposed ordinance, the estimated one-time cost to San Francisco's private businesses would total \$138.9 million.

As noted above, the actual cost of each workstation, and therefore the total cost to private businesses, could be less if some workstations are currently equipped with some of the needed equipment, and if the businesses are able to transfer any of their existing equipment and furniture to other uses.

The Five Foot Rule

The proposed ordinance imposes a five foot rule such that no employee workstation can be located within a five foot radius of the back or side of a video display terminal. According to Ms. Wells of the Toxics and Safety Services Program of DPH, this requirement would also apply to adjacent workstations separated by a wall or partition.

Depending on the location of computer terminals and the location of employee workstations, the Five Foot Rule would require a minimum increase of 40 square feet of office space for each computer terminal workstation. This provision of the ordinance could result in a need for a significant amount of additional office space, although an exact estimate cannot be determined, and would depend on present configurations of office space. However, one large San Francisco based banking firm reported that it would have to increase its office space allocated for computer workstations by 21 to 73 percent.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
November 15, 1990

For reference purposes, Mr. Tony DeLucchi of the Department of Real Estate estimates that fully serviced, handicapped accessible office space could be leased at a minimum cost of \$16.50 per square foot per year in the Civic Center area to over \$40 per square foot per year in the Financial District. Exact lease costs would depend on the amount of office space leased, the location of the office space, and the amount of tenant improvements required. Assuming a range of \$16.50 to \$40 per square foot per year, the additional office space that could be required for clearance behind and to the side of each workstation would cost between \$660 and \$1,600 per year per workstation.

Enforcement Costs

The Department of Public Health's Toxics and Safety Services Program would be responsible for enforcing the requirements of this proposed ordinance. Mr. Bill Lee, Manager of Toxics and Safety Services, reports that enforcement would be based on employee complaints registered with their office. Because enforcement would be complaint-oriented, an estimate of the workloads and the corresponding staff requirements is not available at this time. Mr. Lee reports that the Toxics and Safety Services Program intends to monitor the implementation of the ordinance and the resulting complaint workloads with its existing staff. Toxics and Safety Services would provide an enforcement cost estimate one year after the ordinance is passed.

Other Cost Considerations

Ms. Wells of DPH advises that some City Departments as well as some private businesses may be using older computer terminals that have keyboards attached directly to the video display monitor. Because the ordinance requires that the monitor and the keyboard be independently adjustable by the operator, these older computer terminals would have to be replaced with new terminals. For example, in the Police and Fire Departments, employees working in the dispatch rooms work on terminals situated in large consoles. These consoles would not comply with the ordinance and the Departments would have to purchase independently adjustable monitors and keyboards to replace these console type computer terminals.

In addition, replacement of older computer terminals may require recabling the computer networks to accommodate the newer terminals currently being sold. Ms. Wells points out that if recabling is required in older buildings, asbestos found within the walls of these buildings would need to be removed prior to the recabling of computer terminals. The cost of asbestos removal would add significantly to the cost of complying with the ordinance.

Memo to Supervisor Walker
November 15, 1990

Annual Costs

The City, as well as private businesses, would incur some annual costs for continued education and training of new and existing employees. These costs cannot be estimated at this time but would probably be less than the initial training and education costs.

Amendments

The Budget Analyst has been advised that several amendments may be made to the proposed ordinance. Such amendments may include:

- Eliminating the requirements for ceiling lighting.
- Allowing existing computer workstations to be retrofitted or modified to make the workstations comply with the ordinance. If an amendment is made to the proposed ordinance to allow existing workstation furniture to be retrofitted with adjustable armatures and platforms for the VDTs, the cost could be reduced by \$240 per workstation. At the reduced cost per workstation, the estimated one-time cost to the City could be reduced by \$605,000. The estimated one-time cost to San Francisco businesses could be reduced by \$13.5 million.
- Modifying the standard for chairs to allow greater flexibility to use some existing types of office chairs. If an amendment is made to the proposed ordinance to relax the requirement for chairs, the cost per workstation could be reduced by approximately \$400. If such an amendment were approved, the estimated one-time cost to the City could be reduced by \$1 million. The estimated one-time cost to San Francisco businesses could be reduced by \$22.5 million.
- Reducing the clearance requirement on the back or side of the VDT from five feet to one meter. If an amendment is included in the proposed ordinance that reduces the clearance requirement from five feet to one meter, the potential office space requirement would decrease from 40 square feet to approximately 17 square feet. 17 square feet of office space would cost between \$280 per year and \$680 per year per workstation.
- Allowing employers to apply for a variance to the ordinance. This would allow employers, if reasonable cause is shown, to implement alternative plans for complying with the ordinance.
- Changing the method for calculating the fines for violation of the ordinance provisions, and specifying that fine revenues would be allocated to offset the costs of enforcement incurred by the Department of Public Health.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Supervisor Walker
November 15, 1990

- Exempting emergency services from the requirements of this ordinance. If an amendment to exempt emergency services is added to the proposed ordinance, the Police and Fire Departments would no longer be affected by the proposed ordinance.

The impact of these proposed amendments, as detailed above, could result in a reduction of the estimated one-time cost to the City of at least \$1.6 million, and to San Francisco businesses of at least \$36 million.

Revenues/Benefits

The City would receive an undetermined amount of revenues from fines associated with the enforcement of the ordinance. The exact amount of revenues would depend on the number of complaints received and the number of violations not corrected.

If this ordinance becomes law, the City, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates ranging from 15 to 25 percent. Based on these studies, the City and private businesses may achieve a corresponding salary savings approaching the 15 to 25 percent range, as well as related reductions in usage of sick leave and workers compensation. However, the quantification of these potential benefits from this proposed ordinance would require more detailed study.

Summary

As previously noted, the estimated one-time cost to the City of reconfiguring computer workstations subject to the requirements of the ordinance would be between \$5.7 million and \$7.6 million, assuming a total of 3,800 employee workstations that would need to be reconfigured. Using the Air Transport Association consultant's workstation cost estimate of \$2,470, the estimated cost of reconfiguring 3,800 workstations is \$9.4 million.

Based on data provided to the Budget Analyst by SEIU 790, the proposed ordinance would result in estimated workstation one-time costs to the City ranging between \$3.0 million to \$5.0 million and one-time costs to San Francisco businesses ranging between \$67.5 million to \$112.5 million. Using the Air Transport Association consultant's cost estimates, which includes costs for office lighting modifications and printer noise reduction as required by the proposed ordinance, and based on the SEIU 790's lower number of workstations to be modified for clerical employees, the estimated cost to the City would total \$6.2 million and the estimated one-time costs to private businesses would total \$138.9 million.

Memo to Supervisor Walker
November 15, 1990
Page 10

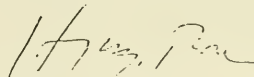
If certain amendments concerning chair specifications and retrofitting of existing workstations are added to the proposed ordinance, the estimated one-time cost to the City could be reduced by an estimated \$1.6 million, and the estimated one-time cost to businesses could be reduced by an estimated \$36 million.

The Budget Analyst emphasizes, however, that these total estimated costs could be greater or less not only because the cost estimates are not precise but also because the actual number of employees using VDTs more than 50 percent of the time may vary, and the number of workstations requiring only partial modification or full replacement is not known.

In addition, the City, as well as private businesses would incur annual costs for training and education, and significant undetermined costs to remodel office space, lease additional office space, replace older computer terminals, recable computer networks and provide alternative work breaks. Asbestos removal associated with office space remodeling or renovation may be an additional significant cost of complying with the ordinance.

The Department of Public Health would incur costs to administer and enforce this ordinance. These costs cannot be estimated at this time. Implementation of the proposed ordinance would result in an undetermined amount of revenues to the City from fines associated with the enforcement of the ordinance provisions. These revenues could be used to offset any enforcement costs incurred by the Department of Public Health.

As noted above, the City and County, as well as private businesses, may benefit from increases in worker productivity, reductions in workers compensation claims, and reductions in sick time associated with injuries incurred from extended VDT use. Various studies have estimated percentage increases in productivity, with estimates varying from 15 to 25 percent. However, quantification of these potential benefits cannot be estimated at this time.


Harvey M. Rose

cc.: President Britt	Clerk of the Board
Supervisor Alioto	Legislative Policy Analyst
Supervisor Gonzalez	Chief Administrative Officer
Supervisor Hallinan	Controllor
Supervisor Hongisto	Carol Wilkins
Supervisor Hsieh	Ted Lakey
Supervisor Kennedy	Director of Electronic Information Processing
Supervisor Maher	Steering Committee
Supervisor Nelder	
Supervisor Ward	

BOARD OF SUPERVISORS
BUDGET ANALYST



DOCUMENTS DEPT.

CALENDAR-ACTIVE (12/7/90)

DEC 6

SAN FRANCISCO
PUBLIC LIBRARY

REGULAR
MEETING OF
CITY SERVICES COMMITTEE
Board of Supervisors
City and County of San Francisco

Tuesday, December 4, 1990, 10:00 a.m.

Room 228, City Hall

Present: Supervisor Alioto, Hallinan

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto) (Continued from 10/16/90)

ACTION: Continued to December 18, 1990.

2. File 30-90-15. [Supplemental Emergency Ambulance Coverage] Resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to accept the Supplemental Emergency Ambulance Coverage proposal providing two dedicated manned private emergency ambulances to be available for direct dispatch during peak demand hours. (Supervisors Nelder, Kennedy) (Continued from 10/16/90)

ACTION: Continued to December 18, 1990

3. File 264-88-1. [Permit Processing-Asbestos Work Notification] Ordinance amending Part II, Chapter 1 (Building Code) by amending Sections 302(a) and 402 thereof, pertaining to sign posting and affidavits for asbestos related work in apartments and residential hotels. (Supervisor Hsieh)
(Continued from 10/2/90)

ACTION: Hearing held. Amendment of the Whole (as presented by Supervisor Hsieh's office; no title change) adopted. Recommended.

4. File 34-90-2. [Width of Sidewalk] Ordinance amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalk" by adding thereto Sections 1501 and 1502 changing the official width of sidewalk on the south side of Harrison Street between Beale and Main Streets and on the east side of Beale Street between Harrison and Bryant Streets, and making findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. Recommended.

5. File 34-90-3. [Width of Sidewalk] Ordinance amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalk" by adding thereto Section 1503 changing the official width of sidewalk on the westerly side of New Montgomery Street between Market and Jessie Streets, and making findings pursuant to City Planning Code Section 101.1. (Department of Public Works)

ACTION: Hearing held. Recommended.

6. File 10-90-6. [Permit] Resolution granting revocable permission to Taldan Investment Company to temporarily occupy a portion of Sacramento Street during construction operations at 1130 Sacramento Street (Assessor's Block 222, Lot 10). (Department of Public Works)

ACTION: Hearing held. Amend page 1; line 27 by changing \$2,904 to \$3,000; adopted. Recommended as amended.



7. File 173-90-2. [Moshulu -- San Francisco Port] Resolution supporting the return of the Moshulu to San Francisco, and urging the Mayor to urge the Port Commission to incorporate the concept of berthing the Moshulu at a designated pier suitable for recreational and business meeting activities in the planning activities now underway pursuant to Proposition H, approved by the voters of the City at the November 6, 1990 election; and urging the Mayor to use his good offices to assist in building support for the return of the Moshulu home to San Francisco by (1) forming a technical advisory committee of appropriate departmental personnel to assist in evaluating the proposed berthing, development and maintenance of the Moshulu, and (2) assisting in the dissemination of information to the community about efforts to return the Moshulu to her San Francisco Waterfront home. (Supervisor Walker)

ACTION: Hearing held. Supervisor Alioto added as co-sponsor. Recommended.

8. File 118-90-5. [Video Display Terminals] Ordinance amending Health Code by adding Article 23 (Sections 1301 to 1312) requiring employers who employ video display terminal operators to comply with worker safety requirements. (Supervisors Walker, Alioto, Britt, Gonzalez, Hallinan, Hongisto, Kennedy, Nelder, Ward) (Continued from 10/2/90)

ACTION: Hearing held. Amendment of the Whole (as presented by Supervisor Alioto) adopted. Further amended by adding to Section 1304 a subsection (c) on page 8; line 1 to read "as used in this Article, "Routinely perform keyboard motions" shall not be interpreted to include only brief, intermittent keyboard motions that are ancillary to the employee's performance of other work tasks". New title "Amending Part II, Chapter 5 (Health Code) of the San Francisco Municipal Code by adding Article 23 (including Sections 1301 to 1315 thereto) requiring employers who employ video display terminal operators to comply with worker safety requirements." Recommended as amended.



CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415)554-7642

December 13, 1990

TO: City Services Committee
FROM: Budget Analyst - *Recommendation*
SUBJECT: December 18, 1990 City Services Committee Meeting

DOCUMENTS DEPT.

DEC 14 1990

Item 2 - File 30-90-2

Note: This item was continued by the City Services Committee at its meeting of December 4, 1990.

1. This item is a hearing to consider decreasing the response time of San Francisco's Emergency Medical Services.

2. According to Dr. Chuck Saunders of the Department of Public Health's (DPH's) Paramedics Division, the current average emergency response time is 8.6 minutes, which represents a decrease of approximately 20 percent, from 10.7 minutes to 8.6 minutes, over the last 19 months. Dr. Saunders states that the response time, as measured by the San Francisco Emergency Medical Services, is measured from the time the phone call for assistance is received to the time that the ambulance arrives at the location, and includes the central dispatch process and ambulance travel time. Dr. Saunders reports that the average ambulance travel time, which is the response time reported by most cities, is currently 5.6 minutes.

3. Dr. Saunders reports that the DPH has implemented or is in the process of implementing a number of programs and policies to reduce response times, with no additional funding or ambulances than is currently included in their budget. The programs, which are expected to be fully implemented by the middle of FY 1991-92, are expected to further reduce response times by a total of two minutes. These programs and policies are as follows:

- a) Additional Ambulances - DPH added three ambulances during FY 1989-90 to its existing fleet of ten, which brought the total number of ambulances to 13 operating during the day. The DPH is in the process of hiring paramedics to staff the ambulances, and the DPH anticipates that the ambulances will be fully staffed by October, 1990. Dr. Saunders reports that the ambulance fleet is currently 99 percent staffed and operational.
- b) Paramedics Staffing Patterns - According to Dr. Saunders, changing the staffing patterns from 8-hour shifts to 10-hour and 12-hour shifts has reduced the number of transition periods between shifts, and therefore has increased the efficiency of the paramedics.
- c) Computerized Dispatch - In December, 1988, DPH introduced computerized dispatching, which helps the dispatchers match the ambulances with the calls for assistance according to location. Dr. Saunders indicates that an Automatic Vehicle Location (AVL) System, a second component of computerized dispatch which was approved in the FY 1990-91 budget will complement this program. Dr. Saunders reports that the DPH is currently issuing a request for proposals for the AVL System and that DPH expects to acquire the System by Spring of 1991.
- d) Improved Computer Software - Dr. Saunders indicates that improvements to the computer software are being made to reduce the amount of time that dispatchers require to record the pertinent information from the caller, to the time an ambulance can be dispatched.
- e) Fire Department Procedures - Concurrently with the paramedics, the San Francisco Fire Department is also dispatched to emergency calls to begin basic life support services before the paramedics arrive. The Paramedics Division is working with the Fire Department to improve procedures to reduce the Fire Department's response time by dispatching them earlier. The Fire Department's time is approximately 3 to 4 minutes following dispatch.
- f) New Deployment Scheme - Beginning September 15, 1990, the DPH will use a new scheme to deploy ambulances throughout the City to station them in locations to minimize response times. The optimal deployment sites have been identified based on computer-generated geographic and statistical analyses of those areas which, in the past, have shown a higher need for ambulance services.

- g) Relocation of Headquarters - The DPH will relocate the Emergency Medical Services Headquarters from its current Golden Gate Park location to the Mission District, which is more centrally located to the areas most in need of ambulances. Dr. Saunders states that relocating the headquarters would reduce the down time for ambulances when restocking the vehicles. The Board of Supervisors has recently approved a new lease for DPH in the Mission District. Dr. Saunders reports that the funding for the proposed new lease is included in the DPH's FY 1990-91 budget.

4. According to Dr. Saunders, the determination of cost estimates to further reduce emergency response times is complex, and would require detailed studies of the different programs and policies and funding mechanisms available to the City. Dr. Saunders reports that the DPH is in the process of preparing one such study under a State grant, which Dr. Saunders anticipates will be completed in the Spring of 1991. Dr. Saunders states that the study originally was to have been completed during the Fall of 1990, but that due to funding delays, the State has approved a grant extension.

5. Ms. Abbie Yant, of the DPH Central Office Emergency Medical Services (EMS) Division (EMS is the regulatory and oversight agency for the provision of emergency medical services) reports that efforts to improve emergency medical services and response times are being pursued in the following three main areas:

- a) EMS issued a position paper in July, 1990, detailing emergency medical services issues. The various agencies involved in providing the services are currently reviewing the position paper and commenting on it. EMS will reissue the position paper when compilation of the comments is completed. The introduction page to the position paper is attached.
- b) A study is currently being conducted to determine the most efficient configuration of an emergency medical services system for San Francisco (this is the same study that Dr. Saunders refers to, in Point 4, above). This study will examine alternative ambulance deployment strategies to determine the optimal deployment strategy for the City. The study will analyze several perspectives including operations, geography, financing resources, administration, community needs and quality control.
- c) EMS is continuing to monitor response time as well as other system performance measures.

CITY AND COUNTY OF SAN FRANCISCO
EMERGENCY MEDICAL SERVICES (EMS) AGENCY

EMS SYSTEM POSITION PAPER 1990

INTRODUCTION

There are various issues which face the EMS community as we enter the 1990's. Our intent with this Position Paper is to present an objective and concise description of these important concerns. The San Francisco Emergency Medical Services Agency ("EMS Agency") will take a proactive approach to the discussion of each of these issues. It is important not only to present the issues and the EMS Agency's position, but also to address the potential costs and legal considerations which accompany them. We are confident that this Position Paper will assist the community in working together to develop an exemplary prehospital care system.

We refer to the "EMS Community" throughout this paper. The EMS Community consists of citizens, prehospital and hospital providers, professional associations, City Agencies, Divisions, Departments, and designated committees. In essence, the EMS Community includes all persons with an interest in Emergency Medical Services.

We have outlined below eight major EMS system issues:

1. Ambulance Availability and Response Times
2. System Configuration
3. Dispatch
4. Quality Assurance and Data Collection
5. Disaster Planning
6. Research and Public Information
7. Pediatric Standards
8. Trauma Designation

Each issue is briefly summarized and potential cost and legal considerations are presented. The EMS Agency's position will be presented. The final section sets forth a tentative timeline for addressing the various issues facing the EMS Community.

Item 3 - File 30-90-15

Note: This item was continued from the December 4, 1990, City Services Committee Meeting

1. This item is a resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement providing two dedicated, staffed private emergency ambulances to be available for direct dispatch during weekday hours and during some portion of weekend hours. The precise portion of weekend hours would be determined on the basis of future negotiations. The San Francisco Ambulance Association (SFAA), comprised of King-American Ambulance Company, Federal Ambulance Company and San Francisco Ambulance Service, submitted the unsolicited proposal to Dr. James Pointer, Director of the Emergency Medical Services (EMS), a Division of the Department of Public Health, on January 9, 1990.

2. The DPH and SFAA currently have an agreement entitled the Integrated Response Plan (IRP), under which member firms of SFAA provide backup emergency ambulance response. Under the terms of this agreement, SFAA provides back-up response to Code 2 and Code 3 emergency calls, upon request from DPH's Central Medical (C-Med) Communications Center. The DPH reimburses SFAA member firms, based on a fixed rate per call of \$26.41. In addition to this reimbursement by the DPH, the SFAA receives revenues from direct billings to medical insurance carriers, MediCal and private pay patients for each ambulance "run". In 1989-90, the EMS budgeted \$200,000 for such payments under the Integrated Response Plan. However, actual expenditures amounted to \$105,000. In 1990-91, \$90,000 has been budgeted for this purpose on the basis that additional emergency response ambulances and paramedic staffing had been added to the SFGH's Paramedic Division and that the need for private ambulances for "backup" purposes would be reduced.

3. The SFAA proposal, which is the subject of this report, would specifically provide two dedicated, staffed private emergency ambulances that would be available for direct dispatches during weekday and weekend hours by the Department of Public Health's C-Med Communications Center. These two ambulances would be provided at no direct cost to the City. The member firms of SFAA would provide the dedicated ambulances on a rotational basis. The dedicated ambulances would be available for direct dispatch by C-Med from 10:00 a.m. to 6:00 p.m. Monday through Friday and on weekends for shift times that are mutually agreeable between SFAA and DPH. In accordance with the proposal, shift times would be adjusted to meet demand. SFAA would continue to provide back-up emergency ambulance response under the terms of the current IRP agreement.

BOARD OF SUPERVISORS
BUDGET ANALYST

4. Under this proposed agreement, SFAA would be paid by the third-party insurers, MediCal or by the individual ambulance patients themselves to whom service has been provided. The private ambulances would become a part of the "primary responders" for 911 emergency ambulance calls dispatched by C-Med, in effect reducing the number of calls handled and the amount of total revenue received, by the City's Paramedic Division.

5. The Budget Analyst has reviewed this proposal with the DPH Emergency Medical Services Division and the SFGH Paramedics Division. According to Mr. Jerome Rankin, Senior Assistant Administrator of SFGH and Dr. Charles Sanders, Director of the Paramedic Division, the Paramedic Division responds to all 911 emergency requests for ambulance and paramedics. No "interfacility" transport requests are handled, but are instead referred to private ambulance companies.

C-Med currently receives approximately 60,000 medical emergency calls from 911 annually according to Mr. Rankin. Approximately 57,000 such calls are taken by the SFGH Paramedics Division with the balance of 3,000 calls (5%) handled by private companies under the Integrated Response Plan agreement.

The City's Paramedics Division currently collects an average of \$123 in revenue from outside sources per emergency medical response, and total annual revenues of approximately \$7.0 million.

6. According to Mr. Rankin, the revenue lost to the City by the addition of the two private ambulances during the hours specified would approximate \$402,000 on an annual basis. Alternatively, Mr. Rankin estimates that the incremental cost of adding two DPH ambulance shifts would be an additional \$367,000 in General Fund cost annually. Hence, the service benefit would be offset by the cost to the City as a result of lost revenue. The same benefit could be achieved according to Mr. Rankin at a reduced cost if the SFGH Paramedics Division were to add two additional paramedic teams.

Comments

1. The above financial information represents estimates provided to the Budget Analyst. A letter, dated September 28, 1990, from the Department of Public Health which presents this analysis in greater detail, has been provided to the City Services Committee.

2. The Board of Supervisors Legislative Policy Analysts have prepared and submitted a separate report, dated October 1, 1990, on this subject matter to the City Services Committee.

Recommendation

The proposed resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to enter into a supplemental emergency ambulance coverage agreement is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 6 - File 174-90-5

This item is a hearing to consider establishing an Interdepartmental Mission District Task Force to develop a plan to improve City services in the areas of police protection, public works, and enforcement of environmental health, building, and zoning codes.

Should legislation establishing an Interdepartmental Mission District Task Force result from this hearing, the Budget Analyst will report on the potential costs and benefits of such proposed legislation, along with any other pertinent provisions of such proposed legislation.

Item 8 - File 57-90-2

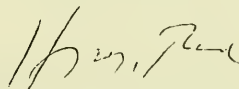
1. This item is a hearing to consider the curbside recycling program.

2. In July, 1988, the Board of Supervisors named the City's licensed refuse collectors and waste disposal contractors, Sunset Scavenger Company and Golden Gate Disposal Company, as collectors and processors of the residential curbside recycling program. The Board of Supervisors authorized the Chief Administrative Officer (CAO) to develop performance standards, operating requirements and funding mechanisms for the recycling program.

3. Mr. Joe Johnson of the Chief Administrative Officer's Office reports that the curbside recycling program is on schedule and is processing a greater tonnage of recyclable materials than was expected.

Comment

The attached letter from Ms. Amy Perlmutter, of the CAO's Office, responds to a citizen's concerns regarding the curbside recycling program and provides additional background on the operation of the program.



Harvey M. Rose

cc: Supervisor Alioto
Supervisor Hallinan
Supervisor Nelder
President Britt
Supervisor Gonzalez
Supervisor Hongisto
Supervisor Hsieh
Supervisor Kennedy
Supervisor Maher
Supervisor Walker
Supervisor Ward
Clerk of the Board
Legislative Policy Analysts
Chief Administrative Officer
Controller
Carol Wilkins
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST



OFFICE OF

CHIEF ADMINISTRATIVE OFFICER

RUDOLF NOTHENBERG
CHIEF ADMINISTRATIVE OFFICER

289 CITY HALL
SAN FRANCISCO
CALIFORNIA 94102
415/554-4851

M E M O R A N D U M

To: Minnie Loo
From: Amy Perlmutter *AP*
Dated: October 28, 1990
Re: Response to John Barry

I read Mr. Barry's letter to Supervisor Kennedy and have the following comments:

1) Cost of Program vs. Revenues

The program was never expected to pay for itself in terms of revenues equaling or exceeding costs; Norcal never represented that it would to anyone, as far as I know. The purpose of the program was to avoid future costs associated with new and, presumably, more costly landfill sites. The way to achieve this was through standardized, convenient service. The curbside program is one of a number of programs which will help us reach our recycling goals and give us at least another 5 years of landfill life at the Altamont landfill. In addition, there are other environmental benefits associated with recycling (see attached breakdown of environmental savings to date due to curbside). The costs and revenues which Mr. Barry mentions for the current curbside service are in line with a national survey on curbside recycling programs which was conducted by BioCycle magazine which shows revenues accounting for approximately 20% of program costs.

2) 75% of the glass from bars and restaurants gets landfilled and the costs are borne by the ratepayers

While it is true that some of the bar and restaurant glass did get landfilled in the past due to high contamination and inability to meet market specs, alternative markets have been found and no glass is currently being landfilled, from either bars, restaurants, or curbside.

3) Newspaper was deliberately thrown into the garbage because it earned Norcal more money than if recycled.

The garbage rate is set based on an estimated amount of tons which will be disposed of during that rate period, not on actual tons (although actual tons from previous years are used as a basis for the rate). Once the rate is set, the garbage companies have the incentive to keep the paper, and anything else they can recycle, out of the waste because it actually gives them a greater profit since they are saving costs associated with processing, transporting and disposing of garbage 60 miles away in Altamont.

The Collection Companies have taken a strong stand against collectors who dispose of newspapers and have received union support for this position.

Collectors who throw out paper are not doing so because of any directive from the companies. Collectors reported for disposing of newspaper which was not properly bundled are subject to disciplinary action. This will no longer be an issue as curbside areas are phased in and newspapers are no longer collected by the garbage trucks.

4) City Hall could have devised a network of 12 neighborhood depots and 77 two person pick up truck routes to bring the gathered goods to for sale.

I am not sure that I am clear about what Mr. Barry is proposing. I do not know if he is supporting the concept of midnight marauders collecting recyclables, or of the City setting up a larger network of collection sites for community recyclers or midnight marauders and letting them collect from 3/4 square mile routes. I cannot comment on the specifics of the size and amount of routes which Mr. Barry recommends. However, I can comment on the costs and impact claims and overall concept.

Mr. Barry claims that this network of depots will operate at no cost to the City. I am not sure how he makes this assumption. The few community recycling centers which we have in the City pay relatively little, if anything, for rent. It would be very difficult to find land in this City for nine more sites for little or no rent, especially in residential areas close to the point of generation of the materials. In addition, buying each center at least one truck will be a cost for the program. I also do not know why Mr. Barry thinks that one pick up truck will be sufficient, since when fully Citywide, we will be using 50- 30 cubic yard trucks which make two to four trips each. Plus, each site will need to have more than one truck to act as back up. The proposed payment of \$50,000 per year will also be a cost. The materials which we pick up and the manner in which we collect them renders them to have little value, especially paper. They must be sorted first before they can bring in any money. Transportation to market of smaller amounts of decentralized materials could also reduce overall revenues. Even with Mr. Barry's low cost proposal, it is unlikely that the cost of rent, insurance, fuel, trucks, 2- person crew, staff operating the center, sorting, etc., will be covered by revenues.

If the recyclables were to be collected by the community recyclers, I am not sure why Mr. Barry thinks that midnight marauders would not get them before the community recyclers, as they do with Sunset's recyclers. If we found the midnight marauders, trained them to drive a truck and got them a class two license, and got them to run a center and truck route, there is little guarantee that others will not come in and take their place.

In the meetings of the Advisory Committee created to design this program, the committee made it very clear that each resident was to receive the same type of service. While it would not be impossible to do with 77 independently run routes, it would be very difficult to design and enforce, and we probably would not have gotten the program off the ground by now if we tried doing that. The program was designed for the convenience of the resident. Setting up the program in this manner has unfortunately had a negative effect on the community recyclers, but it has enabled a great deal of materials to be recycled. Our office continues to work with the community recyclers to help keep them operating. In addition, we do not prohibit other businesses or individuals from picking up recyclables from businesses or residents. What the ordinance prohibits is people stealing from our bins. If the community recyclers or midnight marauders want to collect recyclables from homes, they are free to do so from the resident's property and with the permission of the resident.

If you would like any additional information on the program or comments on his proposal, please let me know.

CURBSIDE RECYCLING FIGURES
APRIL 1989 through JUNE 1990

GLASS: 3,438,152 lbs.
1,719 tons
6,876,304 bottles

ALUMINUM: 74,499 lbs.
37.25 tons
2,011,473 cans

TIN: 418,360 lbs.
209 tons
~~2,510,160~~ cans 2,510,160
saving enough energy to run a 60 watt light bulb for 1,146 years

PLASTIC: 77,880 lbs. (PET)
40 tons
545,160 bottles
enough to make fiberfill for 15,144 sleeping bags

PAPER 14,291,028 lbs.
7,146 tons
equivalent of 121,482 trees (=8,099 trees/month)
=1.6 trees per Phase I and II household (121,482 trees/75,000hh)

= 9,151.25 tons of materials in 15 months.

0359v

SF
590.16
#13
12/18/90
C.2

REGULAR
MEETING OF
CITY SERVICES COMMITTEE

Board of Supervisors
City and County of San Francisco

Tuesday, December 18, 1990, 10:00 a.m.

Room 228, City Hall

Present: Supervisor Alioto, Hallinan

Absent: Supervisor Nelder

Clerk: Mary L. Red

1. File 75-90-4. [Street Name Change] Resolution changing the name of Commerce Street to John Maher Street and providing for dual street signing. (Supervisors Maher, Walker, Hsieh, Gonzalez)

ACTION: Hearing held. Recommended.

2. File 30-90-2. Hearing to consider decreasing the response time of San Francisco's Emergency Medical Services. (Supervisor Alioto) (Continued from 12/4/90)

ACTION: Consideration continued to call of the Chair at request of sponsor.

- DEC 2
3. File 30-90-15. [Supplemental Emergency Ambulance Coverage] Resolution urging the Mayor, the Health Commission, the Director of Public Health, the Department of Public Health and the Emergency Medical Services Director to accept the Supplemental Emergency Ambulance Coverage proposal providing two dedicated manned private emergency ambulances to be available for direct dispatch during peak demand hours. (Supervisors Nelder, Kennedy) (Continued from 12/4/90)

ACTION: Consideration continued to call of the Chair at request of sponsor.

4. File 30-90-14. Hearing to consider reintroduction of electroshock therapy in many San Francisco hospitals; namely, Langley Porter Psychiatric Institute at UCSF, St. Mary's Hospital and Pacific Presbyterian Medical Center. (Supervisor Alioto)

ACTION: Hearing held. Two resolutions (as presented by Supervisor Alioto in committee) adopted:

File 30-90-14, [Electro-Convulsive Therapy - Private Physicians/Hospitals] Urging all private physicians and hospitals in the City of San Francisco not to conduct or authorize electro-convulsive therapy; and

File 30-90-14.1, [Policy Against Electro-Convulsive Therapy] Establishing the policy of the Board of Supervisors that it is opposed to the use of, or financing, of electro-convulsive therapy. Consideration continued to February 5, 1991.

5. File 128-90-1. Hearing to consider the pressing need for City agencies, private businesses and residents of the City and County to address the problem of hazardous material use, storage and disposal. (Supervisor Hallinan)
(Continued from 5/1/90)

ACTION: Consideration continued to call of the Chair at request of sponsor.

